



PMLOA Board Meeting Notes

Location:	Virtual
Date:	July 27, 2023
Time:	6:00 pm
In attendance:	Jarid, Chad, Becky, Shaun, Scott and Terri
Absent:	Mike, Stephen

Update on Action Items:

1. Meadow Road Developer - Jarid spoke with Aaron and he said he would take care of it and ensure they put some road base down. .
2. Trenching policy - Jarid will review and update.
3. Have an attorney review our easement agreement - Chad has sent the information to Terri. She will update the easement to include suggestions from the attorney.
4. Chad will make changes to the AirBnB/VRBO policy, Chad has made changes and is having an attorney look at adding the policy to the easement agreement. Terri will update to include suggestions from the attorney.
5. Combination locks for electric gates - Jarid will put the locks on the gates once they are fixed.
6. Work on verbiage where the association will not have any liability if landowner's do not follow Sanpete County regulations. Jarid and Chad will work together on getting a draft for the board to review.
7. Create an updated sign for the Gate - Jarid, will start working on this now the gates are working and get a price quote.
8. Juniper Road turnaround Update. Becky has spoken to two of the landowner's. We will move forward on getting a bid to get this done. Chad has a contact he will give to Jarid to have him go look at what needs to be done.
9. Terri will get the records for Pine Ridge Association and follow up with this request. This is not done.
10. Jarid will follow up on the association sprayer and contact the landowner. Jarid will contact the landowner in the next month.
11. Signs -Mike has installed 9 to date. We ordered 16 for the south side and 10 for the north side. He has signs if any board member sees a need for one. Chad saw on our website some large mirrors someone was giving away. He got them and wondered if we might want to use them for a few of the blind corners.



New Items:

1. CC&R/ByLaws Review. The board reviewed the ByLaws overview. The board feels the association is doing a good job with the purpose and responsibilities of the association. We do provide security and protection of properties with gates and have recently installed cameras throughout the association. We provide maintenance on all the roads. We are working on communication for fire protection. General rules of safety and in other areas of the association have been established. As an association we are working to maintain and enhance the natural beauty of the area. Another area we can work on is to provide information for service vendors for the members. The board feels we should continue to work in these areas for the purpose of the association. We will begin a list and communicate to the members. Chad is going to send out an email and post on facebook since we haven't sent out information recently.
2. Road Maintenance Update- Scott has been talking with Doug. Doug has grading to do on the north side .He needs to start doing road base and gravel on the roads. Those developing up on Pine Crest Drive have made a mess at the top of the road. We will have a conversation with the developer. Scott will ask Doug to give us invoices for the grading. We want to see where we are at with our road budget.
3. Gate status for all gates -are there more key switches available for our gates? There are no more key switches.
 - a. Gate 1 is running smoothly. We need to get locks on the gate equipment. Keys and remotes are working.
 - b. Gate 5 is getting stuck open. Possibly the batteries are not working properly. Jarid said they are pretty new batteries. We have extra batteries and will install them to see if it fixes the problem. Scott will contact Brad.
 - c. Gate 7 - we feel someone has pushed on the gate again. It is not matching up to latch. Remotes are working but some members are reporting their keys are not working. Scott will order 3 more key switches. We will install a new one on gate 7. Chad is going to pull the memory card on the camera to see what has happened. Shaun asked if Brad could come back down and look at gate 5. We will let him know we have two new batteries. We will have him come back down.
 - d. Gate 4 is sagging and it is hard to open The Cherrington's contacted Jarid and they will fix the gate. They have a welder. Mike will fix it if he gets down before the Cherrington's to fix it.

Most of the gates have been locked. Chad looked at the cameras and gate 3 was open. The developer working on Pine Crest Drive is leaving it open with their dump truck. Chad will contact them.

4. Fire mitigation updates -Chad has reached out to the state in regards to defensible space grant. Becky will follow up with the Spring City program to see where we are with getting folks up cutting wood.
5. Review budget (current expenses and dues collection). We ordered signage and we are over budget \$500.00 for this expense. We have added unlimited cameras. We will see where we are at when we receive the grading invoices.



6. Creating a shareable list of service vendors - members have been asking about service vendors in the area. We will create a google doc with service vendors and review at our next meeting. Some vendors are America Gas, Propane Network, Cove Creek Trucking, the company that brings water to members etc. The board will work on getting service vendors in google docs. Shaun recommended we get a certificate of insurance from the vendors since they are coming into our association. Jarid will work on an agreement.
7. Liens/lien releases - Terri has been working on filing liens and lien releases. Final notices and collection notices will go out in August.
8. Friday dumpster pick up - Terri will contact NS Disposal and have the Friday pickups continue through Labor Day.

Action Items:

1. Jarid will review and update trenching policy.
2. Terri will update the easement agreement to include AirBnB's with the suggestions from the attorney.
3. Jarid and Chad will work together on getting a draft policy for association liability when members do not follow Sanpete County regulations.
4. Jarid will get a quote to update the sign on gate 1.
5. Chad will send contact information to Jarid for work on Juniper Road.
6. Scott will contact Brad about gate 5 and order new key switches.
7. Chad will contact the developer on Pine Crest Drive about gate 3 being left open and discuss the mess they have made of the road.
8. Becky will follow up on the Spring City Program.
9. Terri - final due late notices will go out in August. The collection process and liening properties will begin.

Next Board Meeting:

August 24, 2023

Future Action Items:

1. Move the south parking lot north 4 - 6 feet and put in a culvert.
2. Jarid asked Scott if he would be willing to warranty automating gate 4 for 1 to 2 years. This is something to think about. We will table this for a couple of months and see after we get gates 1, 5 and 7 fixed.
3. Juniper Road we will need to cut back brush on the sides of the road for the grader.
4. Shaun said we could possibly record the meeting next year and broadcast it on FaceBook.