



PMLOA Board Meeting Notes

Location:	Virtual
Date:	August 24, 2023
Time:	6:00 pm
In attendance:	Chad, Jarid, Stephen, Scott, Shaun, Becky and Terri
Absent:	Mike

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. No road base has been put on the road. Jarid will reach out to Aaron again. Whispering Pines reached out to the new owners to see if they are interested in joining their association. They are not interested
2. Trenching policy - The policy was reviewed and approved. Jarid will add to the website.
3. Combination locks for electric gates - Jarid will put the locks on the gates once they are fixed. The gates are working so Jarid will add the combination locks.
4. Jarid and Chad will work together on getting a draft policy for association liability when members do not follow Sanpete County regulations. Work on this next month and present at the meeting in September. They have not been able to get together.
5. Jarid will follow up on the association sprayer and contact the landowner. This is not done.
6. 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. Chad will get this done.
7. Terri will get the records for Pine Ridge Association and follow up with this request. This is done.
8. Terri will update the easement agreement to include AirBnB's with the suggestions from the attorney. The easement was updated and the board made a few more items to be updated.

9. 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. Chad was able to have a discussion with them. They are done in the area now.
10. Becky will follow up on the Spring City Program. Becky said the person in charge has all the names. We are waiting for responses, no one has been contacted on the list. Becky will follow up when she sees her next week.

New Items:

1. CC&R/ByLaws Review. The reviewed ByLaws Article 2, 3, 4, 5, 6, and 7

Irrespective of the number of legally recorded owners for any given lot within the subdivision, there is only one voting voice for the specific lot owner or group of owners. If an individual or group of individuals own more than one lot, that individual or group of individuals, still only have one voting vote during the conducting of any association business.

In order to participate in the business and voting of the association, the member(s) must be in good standing with the association. The term, in good standing, refers to the member's dues and fees being paid in full and there not being any unresolved disciplinary actions between said owner(s) and the Association.

The dues for each membership shall be fixed at \$100.00 per member per year, payable June 1st of each year. To change the membership dues it will require a board meeting of the trustees to discuss the necessities and passed by majority vote at the annual membership meeting. This section is outdated and will need to be changed.

An independent tax accounting of the funds of the Association shall be held each year with records available to membership.

Members who are delinquent in payment of dues shall not be entitled to vote and, in time, as determined by the Board of Directors, such delinquent dues shall become a lien against their property and/or the authority to collect such dues may be placed with a collection agency.

The Association shall be a non-profit, non-political, non-racial, non-sectarian organization.

2. Highlights from the past month - Jarid heard back from some members who said the roads look good. We have received a lot of rain over the last few weeks and have some issues on the roads.
3. Road status and maintenance update. Scott mentioned when Doug dumped the road base in areas it is thicker and thinner in other areas. Some of the roads on the south side are dirt with no base. There should be money left over from last year on this side. Scott will get with Doug and get the invoices sent over. We need to see where we are on the road budget. .
4. Review status of gates - all the gates are currently working. It was suggested we shorten the length of time gate 1 stays open.
5. Gate equipment purchased this year & cost
 - A. Gate 1 - In 2022 the association purchased two gates and an opener. In 2023 we did trenching to install power to the gate. A second opener was installed.
 - B. Gate 4 - This year the gate was moved to its original location and we purchased a new gate.

- C. Gate 5 - In 2022 purchased a new opener. This year we purchased a new key switch. The gate was open recently due to someone putting the chain over the sensor. Jarid will chain the lock away.
- D. Gate 7 - It was reported the gate was open on Sunday because the chain was over the sensor. This year we purchased a new key switch, motherboard and the arm was motorized.

Jarid will create a P & L for the gates.

- 6. Review budget (current expenses and dues collections) we have a few members who will be turned over to collection and their property lien in September. Jarid will go through the CC&R's regarding unpaid dues and what other options the association has available.
- 7. Review success of new dumpster keys - process is going very well.
 - A. Dumpster key process for multiple owners - we have owners who are listed on lots requesting a dumpster key. The board reviewed the options on who we assign the key too. The decision was made, we will assign the key to the email contact on the lot.
- 8. Process for responding to emails - Jarid reviewed the process with the board.
- 9. Annual meeting dates May 18 or June 22nd. The board decided we will have our annual meeting on Saturday, May 18, 2024.

Jarid was contacted by Brady Anderson who purchased 80 acres outside the association. He wants to build a cabin and needs a letter from the association regarding accessing the roads. He needs access through the association to get to his property. We will have him sign an easement agreement and provide the letter.

Action Items:

- 1. Reach out again to Aaron regarding the road base on Meadow Road - Jarid
- 2. Add trenching policy to the website - Jarid
- 3. Add combination locks on electric gates - Jarid
- 4. Draft policy for association liability do not follow Sanpete County and State regulations - Chad & Jarid
- 5. Contact member regarding association sprayer - Jarid
- 6. Bid contact information for Juniper road - Chad
- 7. Add the board suggestions to the easement agreement - Terri
- 8. Follow up with Spring City wood cutting program - Becky
- 9. Update the dues section in the ByLaws - Jarid
- 10. Follow up with Doug to get road invoices to review road budget - Scott
- 11. Shorten the length of time gate 1 stays open - ?
- 12. Create P & L for the gates - Jarid
- 13. Send outstanding dues to collections and lien member properties - Terri
- 14. Contact Brady Anderson regarding easement to his property - Jarid
- 15. Send easement agreement to Brady Anderson - Terri
- 16. Jarid chains away where they are covering automated gate sensors - Jarid
- 17. Review CC&R's regarding unpaid dues and association options - Jarid

Next Board Meeting:

September 28, 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. Create an updated sign for the Gate - Jarid, will start working on this now the gates are working and get a price quote.
5. Shaun said we could possibly record the meeting next year and broadcast it on FaceBook.