



## PMLOA Board Meeting Minutes

Location:	In person at Scott McDonald cabin
Date:	May 29, 2024
Time:	9:00 a.m.
In attendance:	Scott, Jared, Terri, Mike, Chad, Shaun, Jarid
Absent:	

### **Update on Action Items:**

1. Chad is going to work on a draft policy for association liability for landowners who do not follow Sanpete County and State regulations. Chad has spoken to his attorney and he is working on it.
2. Jarid is working on updating the dues section in the By-Laws from when the dues increase was voted, approved and changed a few years back and the increase approved in the annual meeting. He will follow up with the county and get this done.
3. Jarid will send the landowner easement to the board for review. The landowner is asking if he can pay a lump sum. His property is outside the association. He is allowing landowners to go across his property to hike to the waterfall. Brady Anderson has signed the agreement. Jarid will sign the agreement and add to google docs.
4. Mike will finish the draft letter to be sent to landowners with trailers in disrepair or left uncovered during the winter and send it to the board for review. Board please review the letter. Jarid will add the association letterhead to the letter. He will get it posted to the website.
5. Board please look at association roads to see what culverts need to be installed. Several of the association culverts are clogged. Chad is going to talk to Morgan. Gordon Johansen is familiar with where these covered culverts are covered. The culverts should be 18". Jared Warner has driven the roads to see where culverts are needed. Mike suggested if we put in more culverts we add a bump in the road to slow water flow and traffic. Discussed possibly having Scott Millet install the culverts if Doug Shelley is too busy to get them done right away. Jared Warner will talk to Doug regarding the road maintenance on the SCR side.
6. Jarid will talk to Mike Whitehouse in WP who put in their driveway and ask them to put some road base on the road where the mud is crossing the association road.
7. Jarid will look at the combination locks. The camera's have solved this issue.

8. Chad - look at gate 7 and let Jarid know why it isn't reporting. The gate is fixed and is reporting.
9. Scott - research higher grade gate key switches on automatic gates. Scott is looking into this, we may need to find another company.

### **New Items:**

1. Power at gate 1 - Mike
  - a. Dennis is requesting \$800 a year to stay hooked up to his power. Jarid did see Dennis Richardson's power bill at the annual meeting. We will ask for more information. We can negotiate in good faith based on the information we receive. Jarid will follow up with the Richardson's.
  - b. Association/Richardson agreement. The agreement is under member documents in google docs.
2. Board position opening - we will announce the opening on Facebook and the website. Roy Nay can't be on the board at the present time. He is willing to help whenever he can. Russel Smith may be willing to fulfill this position for the remainder of the term. We will discuss it at the next meeting in July.
3. Jason Lynn cabin plan approval. Jarid Love recommended the board vote. The plans look good. The board will approve the plan. Jarid will send him the approval letter to include that he will need approval from the Sanpete County.
4. Annual minutes approval - board please review the minutes so we can get them posted.
5. Parking lot
  - a. Cleaning up the parking lot - we will get the parking lot cleaned up. We can mow the weeds down and use weed wackers. Jarid asked about staking out the lower parking lot. Chad and Jarid will stake it out. We will add the parking lot to cleanup day. Jarid has the association sprayer at his place. Discussed building a small shed to store the sprayer, weed killer, etc. in the parking lot.
  - b. Create guidelines with dates for seasonal vehicles. Jarid will create a draft seasonal guideline for the parking lot. The guidelines will include no RV parking, no for sale items, no parking in the lot on cleanup day to allow maintenance on the lot, and a parking sticker will be required for parking in the lot longer than 7 days. We could include no diagonally parking to help free up space, and any seasonal vehicles parked in the lot after Memorial Day will be towed at the owner's expense. The dates will be October 1st - Memorial Day.
  - c. Extending culverts for parking. If we extended and added culverts to the north driveway, members could pull in from the road and park straight in. We could mark the space to provide more space for parking. Jared Warner will get pricing for the board to review.
6. Member suggestions
  - a. Water damage not being taken care of after grading is completed - Ron Nay. We need to get the roads in better condition using higher grade road base and bigger rocks where appropriate.
  - b. Ditches have rocks in them and when it rains the rocks block the water and it goes on the roads - Morgan. The board will continue to watch for these areas. We can have our road contractor clean out where necessary.
  - c. Members culverts plugged, some don't come to their property - Shelly North. The board will watch for these culverts and send letters to the landowners.
  - d. Same information posted on Facebook posted on the website. We will add information to the news section on the website.

- e. Creating a list of vendors and adding them to the website - Shaun will take this as an action item. Chad will put on Facebook and the website. We can add Ferrellgas in Moroni 435-436-8266 and Propane Network in Levan 435-758-9000.
  - f. Healthier snacks available at the annual meeting - Morgan. We will bring healthier items.
7. Property transfer fee policy - We will get this added to the website.
  8. We will have google docs training in our meeting in July. We need to get Jared Warner email access.
  9. We will discuss splitting property at our next meeting. We need to review access roads and county approval.

**Action Items:**

1. Chad will follow up with an attorney regarding association liability if members are not following Sanpete County and State regulations.
2. Jarid update dues section in the By-Laws for the dues increase for 2025.
3. Jarid will sign the easement agreement with Brady Anderson and add to google docs.
4. Board please review the draft letter Mike sent for trailers in disrepair or left uncovered.
5. Jarid will add the association letterhead to the draft letter Mike sent to the board once approved and get it posted to the website.
6. Shaun will create a list of vendors for the website and Facebook.
7. Board continues to look at association roads to see where culverts need to be installed. Watch for ditches with rocks that are causing water damage to the roads.
8. Chad will talk to both Morgan Warner and Gordon Johansen to get help locating association culverts that have been covered.
9. Putting in bumps to slow water and traffic where new culverts are installed - Board
10. Jared Warner will talk to Doug and get the road maintenance done on the SCR side. He will ask him if he is too busy to install culverts within a certain time frame.
11. Jarid Love will talk to Mike Whitehouse about putting on some road base where the mud is crossing the road from him putting in his driveway.
12. Jarid Love will follow up with the Richardson's.
13. Scott is finding a higher grade gate key switch for the automatic gates.
14. Jarid will follow up with Dennis Richardson regarding the power bill for gate 1.
15. Next board meeting we will discuss board position opening.
16. Jarid Love will send Jason Lynn the approval letter to build his cabin.
17. Annual meeting minutes getting approved and posted.
18. Chad and Jarid staking out the lower parking lot.
19. Building a small shed on the parking lot.
20. Jarid will create a draft guideline for parking in the parking lot.
21. Jared Warner will get pricing for extending culverts in the parking lot.
22. Letters sent to members who have clogged culverts across their driveways.
23. Chad will ensure all association communication is on the Website and Facebook.

**Next Board Meeting**

July 25, 2024

**Future Action Items:**

1. Some of the information given at the annual meeting was repeated several times (i.e) safety and road information. (March 2025)
2. Healthier snacks available at the annual meeting - Morgan (April)
3. Add parking lot to cleanup day (April)
- 4.