



## PMLOA Board Meeting Agenda

Location:	Virtual
Date:	February 26, 2025
Time:	6:00 p.m.
In attendance:	Shaun, Mike, Jarid, Jared, Russel, Chad and Terri
Absent:	Scott

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

1. Chad will email the board the association liability policy once he receives it back from the attorney with the changes. The attorney Chad was working with left the company. He is working with another attorney. The attorney is working on this.
2. Jarid will update the dues section in the By-Laws for the dues increase for 2025 and record with the county. This has not been recorded with Sanpete County.
3. Jarid will follow up with Brady Anderson and have him sign the easement agreement. This is done.
4. Post on facebook the association is not responsible for items in the parking lot. Chad will get this posted on the Facebook page after the meeting.
5. Jarid will update the 2024 final budget report for the February meeting. This has been updated and is in google docs.

### **New Items:**

1. Whispering Pines Agreement - Chad said the agreement is ready. Once it is signed we will pay the invoice to WP and invoice them for their portion of the Meadow Road road maintenance. Chad will create a similar document for Pine Ridge Estates. Jarid L will work with him to get done so it will be in place for this year's road work.
2. Deer Run Encroachment and salt - we need to address the water run off on Deer Run. This needs to be fixed this year. Jared W has been texting with the landowner regarding the damage to the road. Mike suggested we have Millet do the work and invoice us separately for the work. We would bill the landowner for the work. The board discussed that in the past when landowners damaged the road. We had them repair it and be responsible for it for 1 year. We will have more discussion at the next board meeting. The board members over the road will get with Millet and have them help us with what needs to be done on Deer Run with the water run off. We will grade Deer Run as usual.

We will need to widen Deer Run where the rocks are encroaching on the road easement. We will follow up with the property owner in the spring.

3. Annual Newsletter - Jarid emailed the board the 2024 newsletter for an example Jarid communicated that we send the annual newsletter out in an email in March. The email announcement communicates what will be covered in the annual meeting. The newsletter will have the annual meeting agenda, budget for the year and the financials for 2024. We will add check in time from 9:00 to 9:45 so we can start the meeting on time. No dues will be accepted after this time, keys or remotes will be sold during this time. Jarid has started the 2025 newsletter. He went over each board member section and asked them to update their section. The board will get this done by March 7th and finalized by March 12th. Terri will need to print copies for those members who have requested a paper copy. Board members will need to be at the Contoy Arena at 8:30 for the annual meeting. We need to set up for the meeting before members come. We discussed different options of making checking in run smoothly. Chad has Star Link which will help us with the internet at the arena.

Add to annual meeting communication members please communicate to the board if you need to leave building materials short term in the parking lot.

4. Roads - Jared
  - a. Setting up a meeting with Scott, Mike, Jared and Millet Excavation to discuss the roads. This meeting will take place in the spring. This will be done in April
5. Board Meetings - What is the final vote? - Terri asked the board to please communicate clearly to her when there is a final vote.

#### **Next Board Meeting:**

March 27, 2025

#### **Action Items:**

1. Once the WP agreement is signed we will bill them for their portion of roadwork and pay the invoice they sent us. Chad will create a similar document for Pine Ridge Estates. Jarid L will work with Chad to get this done so it is in place for this year's road work.
2. Jared W will contact Millet, Mike, Scott and schedule a meeting to discuss road maintenance for this season. They will get input from Millet regarding Deer Run.
3. Board will go over their sections in the newsletter by March 7th and have their portion finalized by March 12th.
4. Chad has Star Link to help with the internet for the annual meeting.

#### **Future Action Items:**

1. We will have the road grader cut out off the side of the road to help with water run off (March).
2. Board reaching out to landowners to pull resources for spreading materials on the roads (March).
3. Further discussion regarding what needs to be done with the water run off on Deer Run, salt and addressing the encroachment of the road with the big rocks (April)
4. Healthier snacks available at the annual meeting - Morgan (April)
5. Parking lot surveyed (June).
6. Chad recommends we have members reach out to the board regarding parking permits (Oct.)