

**Elk Falls Property Owners Association
Board of Directors Meeting Minutes
April 06, 2021 7:00 pm
Virtual Meeting on Webex**

Board Members Present

Renae Braun
Dan Mueller
Mike Long
Bev Long
Dave Shaffer

Guests Present

None

Call to Order

The meeting was called to order by Renae at 7:07 pm.

Approve meeting minutes

August 25th, 2020 & November 10th, 2020 minutes were approved.

Roads

Dave provided his updates on recent roads activities:

1. Plowed with ATV areas missed by Tobias during/after Mar15th storm Upper Aspen Ct, Upper Ranch spur, Circle Dr/Upper Aspen intersection, upper Berg Ln, Circle Dr curve @ Bluhm driveway.
2. Spread sand/salt 2x on Stallion hill, Juniper curve, Circle Dr hill @LowerAspen and Cedar/HighView curve
3. Repaired road surface damage on Juniper near paved curve, Circle Dr near Carr driveway and Upper Aspen
4. Topped of sand barrels with sand/salt mixture
5. Touched base with Bronson B regarding spring grading and Juniper road base addition. He said he probably wouldn't get to it until May, given the March weather.
6. Looked at Carsonite culvert markers - \$21.75/ea @ Berntsen International, seems very expensive

Recent TMS Snow plowing events:

- a) Mar 15th/16th – ~24” snow, contractor plowed 3x, poor quality of work, invoked ‘blizzard clause’ at 6am when we had ~8” of snow, plowed a single ‘emergency’ lane. They never plowed Upper Aspen Ct, Upper Ranch spur, even though I specifically requested with initial plow request. Missed other roads on subsequent plowing operations.
- b) Mar 22nd - ~8” snow, contractor did better work.
- c) Mar 24th - ~10” snow, contractor did even better work, roads were still very icy after plowing as packed wet snow turned very slick.
- d) Mar 30th - ~5” at 7:30 am, still snowing, forecast for 1-3” more snow and high temp in the low-mid 20s.

3 TMS Invoices have been received for the above 4 plowing dates totaling \$3000. There was discussion about not retaining TMS for plowing next season due to some of the problems we experienced. Renae added that Tobias (MS) said he did not want to plow for us again next season. It was agreed that we will solicit bids from other contractors for next season.

Renae made a motion to pay the TMS invoices, Dave seconded the motion, and the motion passed.

Dave presented his small maintenance to-do list:

1. Locate/clear culvert at 34457 Circle Dr (Kellogg property) that was covered when road base was applied to Circle Dr
2. Locate and clear covered culvert outlets at 35370 Upper Aspen Ln and 34751 Jensen Rd
3. Locate and clear culvert inlet on Elk Creek Rd (Blk 3 Lot 42)
4. Spot grading as needed
5. Inspect all culverts
 - a. Address problem areas
 - b. Install culvert markers where needed
6. Inspect ditches for issues affecting drainage
 - a. Install check dams as needed
7. Identify cases where driveway sheet flow causes road erosion
 - a. Investigate solutions
8. Remove big rock from Cedar Ln near Cedar/High View curve
9. Remove big rock from Upper Aspen ditch across from 35681 driveway

There was discussion of possible use of Tiny Tractor. Merle seems resistant to increasing his insurance to higher limits. And there continues to be uncertainty as to how often Merle will be in town and available to do work. It was agreed we will defer this decision until we see our new insurance policy and understand what limits will be required of such contractors.

Dave will contact another contractor "Old Man and a Tractor" (Larry Allan) to see if he could do some of this work for us.

Dave pursued the feasibility of using any leftover asphalt from the Staunton road project to pave some of our roads. A resident requested paving of Stallion Hill. There was discussion about where we might want to use any available asphalt – Upper Ranch and Juniper Lane were suggested to be better uses of asphalt. Dave has not had any luck in getting information from Zack to talk to the asphalt contractor.

Dave presented a summary of the Upper Ranch Drive widening project and quoted cost with addition of 1 inch of road base. Dan motioned to approve the expenditure for \$18,817, Dave seconded the motion, and the motion passed.

Finally it was clarified that as previously presented, spring grading to be done by BRME will include the addition of road base to Juniper road. Dave will work with Bronson to schedule that work soon.

Signage

The 2 "Slow Narrow Road 15 MPH" signs for Upper Ranch we purchased and have been received. Metal posts have been ordered and should arrive any day now. Utility location services have been out to mark for buried utilities where we anticipate installing the signs. Dan will place the signs this coming weekend.

No action has been taken yet on the other signage proposed throughout the neighborhood as we really need to drive the neighborhood to identify location of each of the proposed signs and get a final count to finalize the order. We continue to be on hold with regard to the evacuation route signage as we are still waiting for Elk Creek Fire to provide their guidance.

Firewise

This year's slash chipping program was announced by Elk Creek Fire. As was included in our recent newsletter, each resident wishing to have slash chipped must go to the fire department web site and register their address. The joint Elk Creek/Inter-Canyon fire department crews will be scheduled based upon sign-up activity and each resident that has signed up will be notified of their anticipated chipping date.

Dan explained the new Neighborhood Ambassador program. Elk Creek/Inter-Canyon fire departments have invited representatives from each of the neighborhoods to participate in periodic meetings, and educational

programs to encourage networking, communication, and cooperation between neighborhoods so that we can all benefit from each other's experiences and resources. An initial meeting has been held so momentum is just getting started with the group, but Dan anticipates this will be a helpful resource for getting things done more effectively.

Architecture

Mike reported no new building authorization requests this month.

Treasurer Report

Rena reported that invoices went out for annual homeowner assessments. We will wait until second notices go out in May before sending any lien letters.

The D&O insurance policy with Navigators renews 5/1/21. Rena has asked our agent to try to reduce the cost by obtaining quotes from other insurance companies.

There was discussion of a resident requesting a refund of interest and late fees paid when they ultimately paid past due homeowner assessment. As the request was made in the context of a Covid hardship situation, the board agreed to make an exception and apply those paid interest and late fees to their current assessment balance. Rena made the motion to do so. Mike seconded the motion. All were in favor - the motion passed.

Bev shared the bank activity report with the comment that there were no unusual expenses.

Decisions made outside the board meeting

None.

Newsletter Topics

April Newsletter to be skipped.

New Business

It was brought to the board's attention that a resident in Block 2 is keeping poultry. A draft letter has been prepared to advise the resident that keeping poultry is prohibited by the covenants. The draft letter will be distributed to the board for review before mailing.

Annual Meeting

We agreed that we will not attempt to schedule the annual meeting in May as that seems too soon after vaccine availability to plan a Covid-safe mass gathering. We will defer the annual meeting until later in the year when it is felt that we can gather safely.

Next Board Meeting Date

Our next board meeting date was set for Tuesday May 4th at 7pm at Dan Mueller's house.

Dan motioned to adjourn the meeting. Dave seconded the motion. All were in favor

Meeting adjourned at 9:04 pm

Respectfully submitted

Dan Mueller