



Ponderosa Pines Property Owners Association
Regular Board of Directors Meeting Minutes
September 22, 2026, Living Water Church

The Regular Board of Directors meeting was called to order at 6:00 p.m. by Chairman Ken Forsyth. Directors present were Ken Forsyth, Brad Heath, Steve Weller, Alan Henne and Vincent Contorno. Jeremy Martineau and Julie Shattler were announced as excused. Julie Smith, PPPOA Treasurer and Secretary, was also in attendance. A quorum was present.

Members in attendance: 8

Minutes

Steve Weller made a motion to approve August 27, 2026, Regular Board Meeting minutes. Brad Heath seconded. The minutes were approved.

Treasurer's Report – Julie Smith

The August financials arrived around noon on the meeting date and required corrections. Because the board had not had time to review them, consideration was deferred to the next meeting.

Managers' Reports

Roads – Greg Hulihan: Gravel that had moved into drainage ditches on Ponderosa Loop was brought back onto the roadway. Greg will continue monitoring and maintaining these areas and researching dust abatement for next spring. Grader service is being arranged for October, including oil, lubrication and a heater inspection. Greg estimated \$1,000–\$1,500, pending a contractor quote. The dump truck, tractor and Chevy pickup will be serviced in the shop before winter. Steve Weller offered to ask a mechanic he knows about another service option; Steve and Vincent offered to help with equipment maintenance.

Ponderosa Loop Gravel Overage – Greg explained that contractor grading took 14 hours rather than the estimated five hours. Total project charges were \$60,361.29, exceeding the previously approved \$58,000 by \$2,361.29. Steve Weller moved to approve the additional \$2,361.29 for La Pine Equipment roadwork. Brad Heath seconded. The motion passed, with affirmative votes recorded for Brad, Steve, Alan, Vincent and Ken.

Commons – Brad Covington was unavailable and no report was provided.

CWRR Grant – Debbie Christian: Four proposed contractor projects were discussed: two involving hazardous trees close to homes, one involving a protective perimeter around two adjoining lots, and one involving removal of large debris piles and moving logs away from a home. Quotes and contractor availability must be confirmed before proposals are sent to the board for approval. Vincent offered additional contractor contacts and agreed to coordinate with Debbie. Contractors must provide current licensing and insurance documentation. The adjoining-lot owners need to arrange removal of a power line with Midstate Electric.

Debbie also discussed a possible first-come, first-served limbing program, with Capelli available at \$500 per hour for a proposed ten hours. This remained a proposal. Eighteen reflective address signs had been ordered, and funding remained for seventeen more. Debbie will request approval from the Oregon State Fire Marshal to move subcontractor funds to payroll and prepare notices for proposed limbing and fall cleanup/chipping. The grant ends at the end of December 2026.

FireWise – Brad Heath: Brad announced the September 25 community meeting at Living Water Church, from 6:00 to approximately 7:30 pm, with representatives from fire and county agencies. Topics include wildfire safety, grant opportunities and evacuation routes.

The board and members discussed confusion about the east evacuation route, gate access, additional reflective signs, posted route maps and a possible practice evacuation. Brad agreed that gathering interest through a sign-up sheet would be useful. No practice evacuation date or signage purchase was approved.

Unfinished Business

2026 Budget Committee – Julie Smith reported two volunteers, Cheryl and Desera Nelson. The meeting is scheduled for October 10 at noon. Members requested checking the committee resolution and sending another volunteer notice. Julie stated that she would also participate as a member. No change to committee requirements was approved.

Speed Signs – Alan Henne reported on existing signs and recommended closer spacing, approximately one-eighth mile apart. He suggested approximately eight additional 15 mph signs and five additional 25 mph signs and agreed to research costs. No purchase was approved. Larry Merrill's donated sign/flag materials were expected at the Friday Firewise meeting for installation; a thank-you letter was discussed.

Commons Vehicle Use – Members raised concerns about speeding, ATVs, rental guests and confusion over "Authorized Vehicles Only" signs. The board agreed to review the existing commons policy and prepare a community notice explaining vehicle use and the speed limit. Informing rental owners and improving signs were also discussed. No new commons rule was adopted.

New Business

PPWC–PPPOA Shop and Garage MOA – Steve Weller moved that the PPPOA board defer signing the proposed PPWC and PPPOA shop and garage MOA until the board reviews the financial risk, verifies county permitting status and obtains a legal review. Brad Heath seconded. The motion passed. Individual vote responses are not fully captured in the transcript.

Concerns of the Board

Steve asked about a time frame for reviewing the shop agreement. The board discussed gathering information for the next monthly meeting, with a special meeting possible if needed. No fixed review deadline was adopted.

Concerns of the Members

Trailers Outside the Community – Debbie raised concerns about trailers on neighboring land near the entrance. Brad reported that he had notified Forestry and agreed to revisit the area and follow up with the appropriate agency.

2024 Snowplow Purchase – Desera Nelson asked about the \$12,315 purchase, the board approval record, payment by cashier's check and its reserve accounting. Cheryl stated that an earlier reserve accounting issue had been corrected with the bookkeeper and offered to locate the records. The board asked Desera to resend her concerns in writing and agreed to review available financial records, the reserve study and the purchase history before responding. No accounting correction or finding about the purchase was confirmed at this meeting.

Executive Session

No executive session was held.

Adjournment

Steve Weller moved to adjourn, and Alan Henne seconded. The meeting adjourned at 7:15pm

Next Regular Board Meeting: October 22, 2026, via Zoom.

Respectfully submitted,

Julie Smith

PPPOA Secretary