



***Pinnacle Mountain Property Owners Association
Board Meeting 18 September 2021 at 1pm***

Meeting Minutes

Call to Order:

The meeting of the PMPOA BOD was held on 18 September 2021 at Jan Burlee's house.

Meeting Attendees:

- President	Chris Roderick
- Vice President	Mark Stroman
- Treasurer	Jan Burlee
- Secretary	Sam Fink
- Board Member	Dan Mock

Meeting Agenda:

- **Call to Order** (Chris Roderick)
- **Fire Committee Report**
 - o The ad hoc Fire Committee presented the recommendations for fire burning restrictions to the Board. The Committee was represented at the meeting by Daniel Beckmann, Riley Ethington, and Colin and Elizabeth Turnnidge. The Committee responded to a number of questions by Board members. The Board thanks the entire Committee (including Christina Beckmann) for their excellent and timely efforts.
 - o Minor refinements were made to the recommendations by consensus decision of the Board members. The Board unanimously approved the revised version of the recommendation. ACTION ITEM: Chris Roderick will distribute the new regulations to all PMPOA members either by email or by postal mail and post the new restrictions on the website.
 - o ACTION ITEM: Chris will investigate whether the NC Forestry Services has a standard template for signage to alert of burning bans. In addition, Chris will investigate if the NC Forestry Services has an automated alert system to alert the Gate Committee members that a ban is in effect. The Gate Committee will place a sign at the entrance gate when a ban is issued.
 - o NOTE: All owners should review the new restrictions and ensure compliance. Prior installed fire pits need to be assessed versus the regulations and brought into compliance. Any questions or communications should be directed to the Architectural Committee.

- **Road Committee Report – Frank Stroman**

- Frank supplied a written report for the Board's meeting.
 - Maintenance on the PMPOA road system completed on 10 August 2021. The entire length was graded. Ditches and culverts were cleared. Gravel was applied at appropriate locations as necessary.
 - Maintenance on the PRSPOA section of Pinnacle Parkway completed on 26 July 2021. The road bed and drainage system are markedly improved. The PRSPOA is provided timely reimbursement for all the work under the approved agreement for shared costs. Additional safety cones are in place on the switchbacks to help minimize erosion and road slippage from spinning tires. Please remember to turn wide on these curves and maintain constant low speed to avoid excessive spinning.
 - Maintenance on the Nancy Brown Road completed on 20 August 2021. With the limited authorized budget, the focus was on ditching and drainage with a single load of gravel placed near the turn opposite the Westover driveway entrance to build up the road edgeway and provide the appropriate pitch for drainage.
 - Thanks to those owners who cut vegetation in front of their property and beyond. This effort helps to minimize costs and maintain safe views on the roadway.
 - Owners are reminded to perform routine clearing of their driveway culverts. Also, please use 4WD or AWD drive vehicles and encourage your visitors to do likewise whenever practical. Remember that the parking area at the entrance provides an option to leave non-compliant vehicles and shuttle those visitors to your homes when practical.
 - After the recent storms from the hurricanes, a large tree fell across Nancy Brown's road. It was quickly addressed and the roadway cleared for traffic. Given the timely and extensive road maintenance prior to the heavy rains, the roads held up well and saw little effect for the extensive drainage.
 - There are multiple large construction efforts in progress on Pinnacle Parkway. The recent maintenance efforts are holding up well to the added burdens. Owners are cautioned to reduce their speeds and allow for defensive driving measures when encountering the numerous construction vehicles. Owners are encouraged to counsel the various vendors to take appropriate cautions as well.

- **Gate Committee Report - Chris Roderick**

- No significant issues were encountered with gate operation since the last meeting.
- Sept. 18 2020 to Sept. 18 2021
 - a. 7741 Total Entries
 - b. 5040 Clickers
 - c. 2313 Successful Codes
 - d. 213 Denied Codes
 - e. 116 Successful Directories
 - f. 59 Denied Directories

- **Secretary's Report – Sam Fink**
 - Member's Directory: The Board maintains an updated contact list for all owners. Jan Burlee and Chris Roderick have worked to update several errors in the database for changes in mailing addresses, emails, and phone numbers. Owners are reminded to submit updates when changes occur.
 - The software for the PMPOA website is approaching end of service life and will be replaced. ACTION ITEM: Sam will investigate the new software and propose a path forward.

- **Treasurer's Report – Jan Burlee** (Financial Records available upon member request)
 - Transition between Treasurers
 - The credit card for the past Board tenure is paid in full and closed. The new card for this term is established for use by the present Treasurer.
 - Member Dues
 - Jan provided an update on payment of fees. A few owners (6) are delinquent for the current year's dues; Jan has contacted each. A few owners (5) have delinquent payments from prior years. Jan has contacted all but one.
 - Progress since the last meeting is marked under Jan's persistent efforts.
 - Jan provided the Board members with a spreadsheet (draft) showing all income and expenditures for the current fiscal year. More focus is being placed on listing expenditures against the various approved portions of the annual budget.

- **Architectural Committee Update- Sam Fink**
 - No new applications received since the prior meeting.
 - Per recommendation of the Road Manager, new driveway culverts should be a minimum of 15 inches diameter and extend 2 feet past the edge of the driveway on either side. The Architectural Application is being revised to include this requirement.
 - ACTION ITEM: Sam is updating draft parts of the Welcome Package previously developed by Robert Frick and Misty Westover. ACTION ITEM: Route to members of the Architectural Committee (Sam, Betsy Byers, and Anne Whitehead), Welcome Committee (Misty Westover, Leah Orsini, and Sara Roderick), and Board for review and comment.
 - ACTION ITEM: Sam will update the Architectural Application to request details about the well supply for new homes.

- **Old Business**
 - Violation of Restriction on Livestock or Poultry
 - The Board reviewed the reported concern of an owner violating the restriction on raising poultry (Section B.9 of Pinnacle Mountain Covenants and Restrictions). Chris Roderick drafted a letter to the owners for review by the Board. The letter informs the owners and requires resolution within 60 days. Action for resolution is due by end of October.
 - Kudzu Infestation
 - The Board discussed the kudzu invasion status. The current budget does not include funds to provide spraying. The recent road maintenance efforts and

efforts by individual owners have limited the spread. The Board agreed to forego spending any funds for spraying at this time. Owners are encouraged to provide volunteer efforts to cut back and dig up patches of kudzu. The Board will add an allotment for spraying in the next annual budget, possible offset by savings from the annual meeting allowances.

- Parking Area Policy
 - The Board's recommendations for parking policy were provided to the PRSPOA Board. No response received to date.
- Front Entrance Volunteer Improvement Day
 - A reasonable number of owners volunteered to participate in a volunteer workday to improve the Front Entrance area, including some members from the PRSPOA. All Board members currently plan to participate. The event is planned for 6 November with an alternate rain date of 13 November. THANKS to everyone who responded with interest. If you did not respond earlier and want to participate, please contact a Board member. Or feel free to show up if you fail to 'register' in advance.
 - Jan Burlee volunteered to coordinate the planning for the Board.
 - The effort will include:
 - Trim carpet evergreens back from draping over the railroad ties and cut out a few dead areas
 - Significant weeding of the center and side gardens closest to the road
 - Deepen areas of the drainage ditches from rock buildup from stone semi-walls to the road
 - Replace solar spotlights in the center garden
 - Add 5-7 blue liriop plants to fill in in the center median
 - Mow surrounding grass areas on both sides of the stone wall
 - Several of the shrubby trees are dead and should be taken down. Plant some ornamental grasses to replace some of the shrubby trees
 - Maintenance on the spotlights highlighting the big Pinnacle Mountain sign as needed
 - There are some dead or dying trees along the wood edge. However, work on these will be deferred given the large number of individuals that may be in the area on the workday.
 - The event will include a pot-luck luncheon effort. Those interested in participating are asked to alert Jan (or other Board members) of their plans to avoid duplication of efforts.

- **New Business**

- Potential sale of former Dave Robinson's property and other associated lots.
 - Prospective buyers have expressed interest in procuring the recently listed property formerly owned by Dave Robinson. This sale is a matter of concern due to the potential for increased road usage due to any development effort. One potential buyer expressed an interest in procuring as many as 200+ acres and establishing a yoga resort on the property. The matter is most directly relevant to the PRSPOA as some uncertainty exists as to whether portions of the property are to pay dues to that association. The PRSPOA Board President has invited the

PMPOA President to participate in a meeting on 2 October to discuss this potential sale.

- Proposed Sign on Nanneytown Road to Alert Drivers to Location of PMPOA
 - Several owners have experienced problems with visitors or vendors not easily locating the association by the available GPS driver apps. These can misdirect the driver to an entrance on Painters Gap Road. One possible means to reduce confusion would be to add signage on Nanneytown Road that is visible to the drivers, especially for those approaching from Painters Gap Road. ACTION ITEM: Chris Roderick will investigate the costs and restrictions associated with adding such a sign.
- Quarterly BOD Meeting Dates
 - The Board set the following meetings dates.
 - 22 January 1 pm – Dan Mock’s house
 - 14 May 1 pm – Sam Fink’s house
 - 16 July 10am Annual Meeting – Chris Roderick has been unable to obtain confirmation for availability of Club House due to vacation conflicts with the representatives. ACTION ITEM: Chris will confirm available dates.

- **Miscellaneous**

- No items noted.

- **Adjournment**

Meeting adjourned