



## **Pinnacle Mountain Property Owners Association Annual Meeting Minutes for 16 July 2022 at 10:00am**

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### Call to Order

- The meeting was called to order at 10:04am by Sam Fink, Board President.
- Sam introduced the current Board Members: Sam Fink; Mark Stroman, and Jan Burlee. Sam explained that previous members Dan Mock and Carolyn Fink had withdrawn from the Board prior to the Annual Meeting.
- Members were reminded to obey the speed limit signs posted for everyone's safety (15mph on South's roads, and 20mph past the gate) and to watch for pedestrians and wildlife. The Board continues to receive complaints about speeding and unsafe driving by members, visitors, and contractors and urged members to drive respectfully and cautiously and remind their visitors and contractors to do the same.
- A question was raised regarding the length of time within which members were expected to complete a new home construction. Sam noted that one year was ideal; however, leniency has been extended over the previous year due to the covid pandemic and the shortage of building supplies and knowledgeable labor.
- Sam referred members to the PMPOA Board Accomplishments for 2021-2022 Fiscal Year handout provided at each table. A copy of that report is attached at the end of these minutes. The major initiatives for the incoming Board to oversee include:
  - Achieve solution for installation of new requested mailboxes at the base of the mountain
  - Finalize the proposed new Road Agreement with PRSPOA
  - Initiate project to remark Pinn Mountain property boundaries for non-hunting
  - If passed in budget, schedule a larger Kudzu spraying effort for most intense concentrations
- Quorum was confirmed with 49 lots represented either in person or by proxy. (Quorum requirement is 20% of the membership represented by attendance or proxy.)

### Secretary's Report

- In the absence of an official Secretary, Sam Fink presented the Board Secretary's report.
- The PMPOA website ([pinnaclemtnpoa.org](http://pinnaclemtnpoa.org)) was revamped in 2022 to accommodate a new software platform, an updated design, and additional content.
  - Several New Owner Info pages were added to address some of the most frequently asked questions.
  - An Announcements page was added as well.
  - If a member desires to add content to the Announcements page or the Recommendations list, send the content to [Pinnaclemountainpoa@gmail.com](mailto:Pinnaclemountainpoa@gmail.com)

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- Several items were discussed regarding the onsite mailboxes.
  - A handful of members have inquired on obtaining onsite mailboxes. The current stands are full and a request to erect a new stand was not approved by PRSPOA. An alternative proposal was provided to PMPOA for a new location close to the general parking area that also included additional costs to prepare the grounds and lighting. That cost could not be accommodated in the PMPOA budget. The Board has included the discussion and resolution of this item in its agenda for 2022.

### **Treasurer's Report**

- Jan Burlee, Treasurer, covered the year-end financials. Copies were available at the meeting. Members can request a copy by emailing [Pinnaclemountainpoa@gmail.com](mailto:Pinnaclemountainpoa@gmail.com).
- 2021/2022 annual dues were successfully collected from 83 of the 85 property owners. After extensive research and discussions with the Rutherford County Tax Assessor's office, the two outstanding property owners were determined to be deceased with no discernable heirs.
  - The Tax Office has elected to not pursue these individuals due to the low level of back taxes and PMPOA does not have the funds available to pursue on its own through legal means.
  - Additional research will continue to locate heirs and provide resolution of the accounts.
- All outstanding late fees were either fully collected, or in one case, placed on an up-to-date installment payment plan.
- Three certificates of deposit that constitute the association's emergency road funds total \$38,309. An additional \$4,800 gate fund allocation is also being held for years 1-3 of the 5-year funding plan.
  - Year 4 funding of \$1,600 will be added to the gate fund allocation for a total of \$6,400 and rolled off to another CD by the end of August
- Approximately \$1,000 was rolled over from the previous year's budget into 2022/2023.

### **Architectural Committee Report**

- Sam Fink noted that two new home builds were in progress. One has been completed.
- About six lots are on the market for sale.
- Three houses are on the market for sale.
- The Committee needs another member. If interested, email [pinnaclemountainpoa@gmail.com](mailto:pinnaclemountainpoa@gmail.com)
  - [NOTE: Mark Stroman volunteered to join the Committee.](#)

### **Road Commissioner's Report**

- Frank Stroman provided the Commissioner's Report.
- Road maintenance for the season was completed by 6/27/2022 to include culvert cleaning, bush hogging, grading, ditching and the addition of 58.68 tons of gravel. The full budget was utilized.
- The road conditions were determined to be particularly good overall, with the base and crown holding up, water properly draining off the roadway, and the culverts diverting water as intended.

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- As noted at the annual meeting for 2020/2021 and again at the meeting of 2021/2022, a few culverts may need replaced in the next few years as they are deteriorating and filling with debris that is too costly to remove.
- Several members volunteered time to trim grasses alongside roadways and trim back encroaching vegetation on the roadways and at pump houses, in addition to clearing culverts and keeping leaf buildup to a minimum.
- Our road servicing subcontractors have provided notice of price increases ranging from 10-20% during the current season.
- Members expressed concern over 2-wheel and front wheel drive vehicles and commented on the associated potential to negatively impact the quality of the roads. Members were again urged to drive respectfully, utilize four-wheel or all-wheel drive vehicles, and encourage visitors and subcontractors to do the same.
- The question was raised as to if homeowners could use a commercial substrate applied to the road at their cost to decrease the volume of dust. The Road Commissioner had no issues with that and mentioned the use of sprinklers for additional assistance.

### **Gate Committee Report**

- Chris Roderick provided the Gate Committee report.
- Monthly maintenance was conducted on the gate to verify both the YELP system and security cameras.
- Vendor and realtor codes were reviewed. Several codes were flagged for removal/follow-up with owners to update.
- Gate statistics for July 2021-June 2022 were as follows:
  - 7,782 total activations
  - 4,974 clicker entries
  - 2,694 code entries (155 denials)
  - 114 directory entries (73 were successful)
- A handful of lightning strikes on or in the vicinity of the mountain caused the gate to open and required manual resetting. The Gate Committee will evaluate whether additional service protection is recommended.
- 2022/2023 will be the fourth of five payments into the total approved gate emergency fund of \$8,000.
  - To address a concern that \$8,000 may no longer represent an adequate contingency reserve considering excessive price increases over the previous year, Riley Ethington, member of the Gate Committee, will research the current gate replacement cost to understand if additional funding should be evaluated.
- A few gate-related incidents were addressed to the Board's satisfaction.

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### **Board Nominations and Installation**

- Five individuals from PMPOA membership were nominated and seconded for Board positions:
  - Sam Fink, nominated by Riley Ethington and seconded by Jan Burlee
  - Jan Burlee, nominated by Sam Fink and seconded by Ginger Stroman
  - Daniel Beckmann, nominated by Riley Ethington and seconded by Jan Burlee
  - Chris Roderick, nominated by Sam Fink and seconded by Frank Stroman
  - Mariah Stroman, nominated by Sam Fink and seconded by Chris Roderick
- No additional nominations were received via write-in or at the meeting; therefore, a voting process was un-necessary, and all nominated persons were installed on the Board.

### **New Business**

- ROAD AGREEMENT WITH PRSPOA
  - Sam Fink notified that the road agreement with PRSPOA that was signed for the 2021/2022 budget season was dissolved in April 2022 due to lower road maintenance being conducted by PRSPOA that was outside of the road agreement terms.
  - A revised Road Agreement was provided to PRSPOA in late May and is under consideration by its Board.
  - PMPOA has allocated a \$6,000 co-budget for PRSPOA for the coming year, but no funds will be released until a new road agreement is signed.
- ONSITE MAILBOXES
  - A handful of members have inquired on obtaining onsite mailboxes. The current stands are full and a request to erect a new stand was not approved by PRSPOA.
  - An alternative proposal was provided to PMPOA for a new location close to the general parking area that also included additional costs to prepare the grounds and lighting. That cost could not be accommodated in the PMPOA budget.
  - Additional brainstorming was done as to how to accommodate the need for additional PMPOA mailboxes that would continue to offer security and expandability for the future at a cost that would be acceptable to the budget.
  - The Board has included the discussion and resolution of this item in its agenda for 2022.
- FRONT ENTRANCE CLEAN-UP
  - PMPOA will again coordinate a front entrance day for members to accommodate hand weeding, trimming, clean-up, and beautification.
  - PRSPOA will be invited to again join.
  - It was noted that a PMPOA member purchased spotlights at a personal cost to illuminate the Pinnacle Mountain entrance sign.

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- PROPOSED AMENDMENTS TO THE COVENANTS
  - The Board had included a voting ballot in the Annual Meeting mailing asking members to vote on two proposed amendments to the covenants:
    - Amendment B.8.i – Homeowners may post a modest security system sign.
    - Amendment B23.i – Utility Task Vehicles are exempt from the current ATV restriction and should be allowed for landscaping and similar homeowner tasks.
  - Approximately 50% of the membership returned their ballots by the Annual Meeting. The Board will do an additional notification to non-respondents. Voting will close on August 31, 2022.
- RE-MARKING OF NO HUNTING BOUNDARIES ON PMPOA PROPERTY
  - The purple No Hunting marking on perimeter trees has deteriorated. The Board will review options for remarking.
  - Neighboring lot owners will need to be notified.
  - It was suggested that the project could be pitched to the Boy Scout organization or area high schools as an Eagle Scout or community service project.
  - Fred Mansperger volunteered to head the organization of this project, with the Board's thanks.
- 2022/2023 BUDGET
  - The proposed budget for 2022/2023 included \$1,000 for a secure parcel metal box that could be used by UPS, Fed Ex, and USPS to leave packages. The box would provide a safer environment for packages delivered to the mountain. An objection was raised that all members would be paying for a service that only full-time residents would utilize.
    - A **Motion** was raised by Mark Smith, seconded by Danielle Watson, to remove the secure parcel metal box allocation from the budget. That motion was approved by a vote of 41 to 6.
    - Mark Smith raised a second **Motion**, seconded by Don Byers, to keep the associated \$1,000 line item in the budget, but to NOT utilize the funds for the secure parcel box. The funds would remain in the budget to be used for Kudzu spraying and other items at the discretion of the Board. The motion was voted on and passed unanimously.
- With no further discussion requested on current or new items, the Annual Meeting was adjourned at 12:14pm.

### Board Member Assignments

- The newly installed Board convened to establish roles as follows:
  - Sam Fink (Returning President)
  - Daniel Beckmann (Vice President)
  - Chris Roderick (Secretary)
  - Jan Burlee (Returning Treasurer)
  - Mariah Stroman (Member-At-Large)

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**Important Dates**

- September 17, 2022 – Quarterly Board Meeting at the Burlee's
- October 8, 2022 – Front Entrance Clean-Up Day
- November TBD – Anticipated PMPOA boundary marking
- December 3, 2022 – Quarterly Board Meeting at the Beckmann's
- March 18, 2023 – Quarterly Board Meeting at the Roderick's
- May 13, 2023 – Quarterly Board Meeting and Annual Meeting Prep at the Fink's
- July 15, 2023 – Annual Meeting