



## ***Pinnacle Mountain Property Owners Association Board Meeting 17 September, 2022 at 1pm***

### **Meeting Minutes**

#### **Call to Order:**

The meeting of the PMPOA BOD was held on September 17<sup>th</sup>, 2022 at Jan Burlee's house.

#### **Meeting Attendees:**

- President	Sam Fink
- Vice President	Daniel Beckmann
- Treasurer	Jan Burlee
- Secretary	Chris Roderick
- Board Member	Mariah Stroman

#### **Meeting Agenda:**

- **Call to Order** (Sam Fink)
- **Road Committee Report** – Frank Stroman (By Report)
  - o Frank supplied a written report for the Board's meeting.
    - Maintenance on the PMPOA road system completed on the 10<sup>th</sup> of August. The session including ditching and culvert clearing, in addition to the usual gravel and grading.
    - Additional maintenance was completed on the 15<sup>th</sup> of September to address issues on Pinnacle Lane as well as the concrete strip and the hill up to Double View.
    - Thank you 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.
    - The complete road report can be found on the website.
- **Gate Committee Report** - Chris Roderick
  - o Gate is in working order and no significant issues to note.
  - o Sept. 12, 2021, to Sept. 12, 2022
    - a. 7555 Total Entries

- b. 4790 Clickers
    - c. 2668 Codes
    - d. 98 Directories
    - e. Of the 97 directories, 61 were successful. 156 of the 2668 codes were denied.
  - Riley continues to investigate gate replacement cost increase to inform the Board if the current gate emergency funding is sufficient.
  - The committee will provide a list of all active vendor codes to the Board for review and comment.
- **Secretary's Report** – Chris Roderick
- Briefly covered previous meeting minutes.
  - Sam confirmed he has the Secretary's Book and will turn over to Chris at the next available opportunity.
  - Member's Directory: Chris Roderick will take over maintaining the directory from Jan Burlee. Members are reminded and encouraged to notify the Board if their contact info changes, or they sell their property.
- **Treasurer's Report** – Jan Burlee (Financial Records available upon member request)
- Member Dues
    - Jan confirmed that there are still 9 properties that have not paid their 22-23 dues. Late fees will be applied to these accounts until paid.
    - One property is Lot 71, whom we believe the owner to be deceased.
    - One property with long outstanding un-paid dues has also been resolved and is now fully paid.
  - Board discussed the late fee policy that Jan had previously proposed (Late fees would no longer stop accumulating after the fiscal year end). Board approved the policy change unanimously. A clause will be added that the waiving of late fees will require majority approval from the Board.
  - Jan will revise the policy and send to Sam for sealing, signing, and filing.
  - Total balance in PMPOA CD's is just over \$38,000 as of the end of August.
  - Several property owners have inquired on the ability of the PMPOA to accept annual dues payments via electronic transfers. The Board has agreed to offer property owners the ability to utilize PayPal. A link will be placed on the PMPOA website in Q4 2022 and property owners will be directed to that link to make an electronic payment if desired.
  - As PMPOA is charged a convenience fee by its current Bank to receive electronic payments, the property owner will need to be informed of and agree to pay the imposed Bank fee as part of their payment. If the Bank fee is not included with the payment, the Treasurer will contact the property owner to make additional arrangements for the fee to be covered.
- **Architectural Committee Update**- Sam Fink
- A new build application was recently reviewed and approved by the committee. Clearing is expected to start in the coming weeks.
  - The Welcome Package that had been developed by many members of the community to share vital information with new members has been posted to the

website and provided to our newest members. Several board members welcomed our newest owners to the mountain and presented them a copy of the Welcome Package. The package reception seems to have been positive and helpful. The package will continue to be improved if and when suggestions come up.

- A recent issue with a contractor using the parking area for an emergency laydown area has necessitated additional language on the website and in the architectural application reminding owners and contractors to consider their laydown area options prior to starting work, and to reach out to the Board if they have additional needs or concerns. The parking area SHOULD NOT be used for a laydown area unless explicitly discussed and approved by the Board prior. Such approval would need to be discussed with PRSPOA as well.
- The committee could still use another member. Any willing volunteers should reach out to the Board or Sam directly.

- **Old Business**

- Proposed Amendments to the Covenants & Restrictions
  - Neither the sign amendment, nor the UTV amendment received the necessary 75%-member response to approve a change to the Covenants & Restrictions. Approximately 60% of the membership voted to approved both measures, 9% disapproved, and the remaining 31% of the membership abstained.
  - Since the amendments are not approved, but both policies are viewed favorably, the Board is seeking alternative approaches.
  - Security Sign Approach:  
As the covenants and restrictions are currently written, they give the Board (and thus it's sub committees) the authority to approve signs other than house signs at their discretion. Therefore, the Board has authorized the Architectural Committee to approve home security signs provided they are no larger than the proposed 12" x 18". If members have or wish to have such a sign, they should send an email to the committee at [pinnaclemountainpoa@gmail.com](mailto:pinnaclemountainpoa@gmail.com) requesting approval.
  - UTV Approach:  
Since the state of North Carolina differentiates UTVs from ATVs (UTVs can be registered and street legal while ATVs cannot), the Board does not feel the "or similar" clause of Item 23 in the Covenants and Restrictions applies to UTVs. Furthermore, the Board has confirmed with our insurance company that there is no additional liability to the Association in allowing UTVs to operate on our road system. Based on these points, historical precedent, and the support of over 50% of the membership, the Board will pursue a policy to formalize the exception for UTVs that past Boards have taken. The policy will be drafted in the coming months.
- Additional Mailboxes and PRSPOA Proposal
  - The Board discussed the proposal from PRSPOA to place additional mailboxes at the front entrance near the parking area.
  - Several alternative strategies or strategies with reduced impact were brainstormed.
  - Sam and Daniel are still working with PRSPOA to find a date when they can meet with to discuss this issue and the road agreement.

- USPS has advised that the existing mailboxes cannot be moved without approval of the regional Postmaster.
- Currently we have 4 residents requesting mailboxes with more expected as other homes are completed.
- PMPOA/PRSPOA Joint Road Agreement
  - Sam and Daniel are still working with PRSPOA to find a date when they can meet with to discuss the road agreement.
- Policy for Information Requests regarding complaints against PMPOA members from external entities.
  - The following policy was reviewed and approved unanimously by the Board.
    - *The external entity is to provide as much information as possible regarding day, time, picture(s) of the damage if available (or applicable), and general observations via email to PMPOA or telephone regarding the complaint.*
    - *The PMPOA Board will work to identify those involved in the incident, handle the discussion, and report back with a timely response to the external entity. The response should only include identifying information if the Board deems it absolutely necessary.*
    - *If the entity does not find PMPOA's resolution satisfactory, the Board shall meet to discuss if further action is pertinent based on feedback from the external entity.*
  - Chris will send the policy document to Sam for signing, sealing, and filing in the Presidents Book.
- Violation of Restriction on Livestock or Poultry
  - The Board was advised that there is another violation of Item 9 in the Covenants and Restrictions regarding the keeping and raising of poultry within the association.
  - Chris Roderick will confirm the report and follow up with the owner.
- Trash Dumping Incident
  - Another incident involving trash being dumped off the side of Pinnacle Parkway was discovered by a PMPOA member. Our thanks go out to Katie Frick for voluntarily cleaning it up.
  - Mitigation strategies such as signage and cameras were discussed, but it was agreed that signage would likely be an ineffective deterrent, and the installation of cameras is not warranted given the infrequencies of violations.
  - It is recommended that members be vigilant, and report suspicious activity to the Board, neighborhood watch, or the police.
- The hunting Dog Retrieval Policy has been renewed again this year with the local hunting club.
  - We have only had two instances in the past two years of hunters needing to retrieve lost dogs. Both instances went smoothly.
  - As a side note, bear sittings appear to be on the rise up on the mountain, so members are advised to be vigilant and use caution.

- Status Update on the No Hunting Marking Plans
  - Daniel has spoken with Fred Mansperger who is leading the effort. Fred has spoken with several members to develop a strategy and is beginning work to involve the Boy Scouts or similar organization to possibly do the work as a volunteer project.
- **New Business**
  - Private Rental through AirBNB and alike
    - A tangent discussion was opened regarding the renting of properties via AirBNB, Verbo, and similar institutions.
    - The Board does not wish to stop these sorts of contracts but does want to ensure as members engage in these services more and more that there are adequate guidelines in place.
    - As such the Board will begin drafting a set of recommendations for renters & rentiers alike. Suggestions include but are not limited to: AWD & 4WD vehicle notices, noise restrictions, confirmation that the renters are aware of the burning restrictions, and a reminder to rentiers to get specific gate codes for renters to ensure continued security.
    - Suggestions will be gathered from current members already utilizing these services successfully. Chris Roderick to lead this effort.
  - Front Entrance Volunteer Improvement Day
    - Mariah Stroman has volunteered to coordinate the planning for the Board
    - We're seeing a good number of owners volunteering to participate in this year's volunteer workday to improve the Front Entrance area (a little over a dozen currently).
    - The event is planned for October 8<sup>th</sup> with a rain date of October 22<sup>nd</sup>. Thank you to everyone who has responded with interest. If you have not responded earlier and want to participate, please contact a Board member.
    - Burgers, hotdogs and water will be donated by the Stroman's and cooked offsite to be brought down for an afternoon luncheon for all participants. Participants are advised to bring cold sides, chips, or drinks to share.
    - Sam Fink and Jan Burlee have volunteered some left-over paint to restore the entrance sign.
    - Participants are advised to bring gloves, boots, sunscreen, bug repellent, and any small hand tools or sheers they may have. Power equipment (chainsaws, weedwhackers, etc.) have already been lined up.
    - One electric mower has been lined up as well, though if anyone on the mountain has another mower to offer it would be appreciated.
    - The effort will include:
      - Trim and weed out the junipers.
      - Application of mulch in some areas.
      - Cleanup, weed, and re-mulch center garden bed.
      - Repair/replace solar lights on the welcome sign.
      - Repaint the welcome sign.
      - Mow surrounding grass areas on both sides of the stone wall and by the mailboxes and flag.

- Quarterly BOD Meeting Dates
  - The Board set the following meetings dates.
    - December 3<sup>rd</sup>, 1 pm – Beckmann house
    - March 18<sup>th</sup>, 1 pm – Roderick house
    - May 13<sup>th</sup>, 1 pm – Fink House
    - (Tentative) July 15<sup>th</sup>, 10am – Annual Meeting
- **Miscellaneous**
  - No items noted.
- **Adjournment**

Meeting adjourned at 3:15pm.