



Pinnacle Mountain Property Owners Association Board Meeting 03 December 2022 at 1pm

Meeting Minutes

Call to Order:

The meeting of the PMPOA BOD was held on December 3rd, 2022, at Jan Burlee's house.

Meeting Attendees:

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| - President | Sam Fink |
| - Vice President | Daniel Beckmann (Via Video Chat) |
| - Treasurer | Jan Burlee |
| - Secretary | Chris Roderick |
| - Board Member | Mariah Stroman (Via Video Chat) |

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.
 - No major maintenance since the last meeting in September.
 - Maintenance was delayed due to an emergency health issue with Ronald Burleson. Next round of road work was scheduled for 12-05-2022, but has been delayed again due to rain this week.
 - This delay led to Burleson's equipment/trucks being parked on the mountain longer than intended. This was brought up by PRSPOA and after some discussion they understand that this was an exception, not the norm. The PMPOA Board thanks them for their understanding and we will work to coordinate future maintenance better to avoid parking conflicts with their own maintenance activities.
 - Members are reminded to keep an eye on culverts/ditches and perform routine clearing to avoid wash outs. 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.
 - o Sign Improvements
 - DOT added/replaced some signs on PRSPOA roads. They will be back on the Mountain to do some additional sign work in the future. Daniel is working with

Misty to coordinate some signage improvements to the Pinnacle Lane/Pinnacle Parkway intersection.

- Daniel and Frank walked the intersection and concluded that the signage is currently not very visible from the road and proposed rotating & relocating some of the signage to the opposite side of the road. It was also proposed that additional warning signs might be appropriate. Daniel coordinating with Misty and DOT about options and timing.

- **Gate Committee Report** - Chris Roderick

- The replacement of the Yelp system was completed on November 2 and is once again fully functional and tested. Cameras are in working order and no other issues have been reported. Additional signage has been posted around the gate to alert emergency personnel to the Yelp system.
- Gate Statistics: Dec. 1, 2021, to Dec. 1, 2022
 - a. 7,995 Total Entries
 - b. 4,925 Clickers
 - c. 2,688 Codes
 - d. 112 Directories
 - e. 270 Administrative
 - f. Of the 112 directories, 43 were unsuccessful.
- Riley has completed his revised estimate for the replacement cost of the gate to see if the emergency fund should be increased or extended another year. Based on the recommendation of our insurance company, our goal is to have ~50% of the gate replacement cost in the emergency fund. We are currently tracking to have 47.8% of the replacement cost based on the new estimate, just under our original 50% goal. The Board did not feel this difference was significant enough to pass onto the membership in increased or prolonged payments into the fund. If additional funding is needed during a gate emergency, it can be pulled from the CD's if needed.
- The committee provided a list of all active vendor codes to the Board for review and comment.
- After the attempted break-in on Lower Switchback, a brief discussion was renewed about installing/moving the gate to the front entrance by Nanneytown. PMPOA is open to discussions with PRSPOA regarding this topic, but notes that this would be an extensive operation and cost sharing and coordination would need to be discussed in detail. No talks are planned at this time.

- **Secretary's Report** – Chris Roderick

- Sam turned over the Secretary's Book to Chris.
- Member's Directory: A revised copy was distributed to the Board at the end of October, Chris will supply another copy in the coming days with some revised email addresses.
- Website is up for its annual renewal. Chris will coordinate payment with Jan.
- Katie Frick is collecting donations for a clothing drive for McDowell County's Women's & Men's shelters. Chris will post an announcement on the website to help spread the word.

- Jan inquired about being able to send out text alerts to members on the Mountain for emergencies (e.g., fires, suspicious activity, dangerous animals, etc.). Currently there is no dedicated system in place other than mass email and personal messaging. Daniel mentioned P-Mail is used by the Rotary club. Chris will investigate and report back.
- **Treasurer's Report** – Jan Burlee (Financial Records available upon member request)
 - Member Dues
 - Jan confirmed that there are now only 3 properties that have not paid their 2022-23 dues. Late fees are being applied to these accounts until paid.
 - One property is Lot 71, whom we believe the owner to be deceased.
 - Certified letters have been sent to the other two property owners in an attempt to collect.
 - All CD's have been renewed and will open again around March.
 - Relatively little financial activity since the last meeting.
 - PRSPOA provided copies of the invoices for front entrance maintenance performed this year that they had requested we pay previously. No road agreement is currently in place, but money is allocated in the budget for payment of these types of invoices. The Board discussed an option of breaking out the Front Entrance related costs into a separate agreement and submitting to PRSPOA to allow release of some funds provided PRSPOA would sign an agreement for front entrance maintenance pending reaching separate terms for a Road Agreement. However, after further consideration, the Board decided the extra effort to maintain two agreements and the small amount of funds involved for the front entrance made that approach undesirable. Daniel will contact the PRSPOA President and remind her that PMPOA will only release funds when a signed agreement is in place. PMPOA will continue to invite the PRSPOA Board members to provide specific responses to the previously proposed terms and enter into negotiations with the PMPOA Board on mutually agreeable terms for expending the authorized funds.
- **Architectural Committee Update-** Sam Fink
 - Sam will post notes on the website regarding the use of the front entrance as a laydown area for construction and update the application to reflect these notes.
 - A property that was in violation of the Architectural Committee guidelines has been resolved.
 - One new home has been completed construction on the mountain, several new owners have renovation plans, and one home should be starting construction soon.
- **Old Business**
 - Additional Mailboxes and PRSPOA Proposal
 - Daniel's attempts to contact George Couch (the original developer and still owner of the front entrance lot) have been unsuccessful. Since this is currently the proposed location for future mailboxes, PMPOA feels it is imperative that we speak with him before any plans are set in stone for major modifications to the front entrance.
 - Jan will look to find a current address and a certified letter will be sent to try and start a dialogue with Mr. Couch.

- Concurrently, Daniel and Sam will discuss options with PRSPOA for the mailbox stands so we can have a joint discussion with Mr. Couch if he can be reached.
 - PRSPOA has indicated that they are putting together a proposal for the mailboxes and will submit it to PMPOA when they're ready.
 - Residents are reminded that the woodshed by the mailboxes is private property and should not be used for packages.
 - Frank & Riley have indicated they have some ideas for parcel deliveries and are formulating a proposal to the Board.
 - Sam noted some suspicious activity near the mailboxes the other day. Residents are cautioned to not leave packages uncollected for long periods and encouraged to bring packages to neighbors if able. Concerned residents may consider alternate pick-up locations during this holiday season, when package theft is at a high.
 - Alternative options for more secure packages are being investigated.
- PMPOA/PRSPOA Joint Road Agreement
 - Sam and Daniel are still working with PRSPOA to find a date when they can meet to discuss the road agreement. PRSPOA recently held their annual meeting and their Board is developing a counterproposal.
- Violation of Restriction on Livestock or Poultry
 - Chris followed up with the owner and the issue has been resolved.
- Status Update on the No Hunting Marking Plans
 - No update since September; Daniel will follow up with Fred Mansperger.
- UTV Policy Update
 - Daniel spoke with the concerned resident regarding insurance/liability concerns with UTV's on the roads and spoke with our insurance representative.
 - The consensus was that PMPOA is not liable for actions of owners while on UTV's on the road, similar to vehicles. Depending on the resident's homeowners insurance policy, they may or may not be covered when off their property on their UTV, putting the liability solely on the UTV owner.
 - As such, the Board will proceed with an amendment to the By-Laws, clarifying that our official interpretation of bullet 23 in the Covenants & Restrictions is that its restrictions do not include UTVs, and that they are thus permitted on the mountain. The amendment will include references to NC statutes that distinguish between ATV's & UTV's, recommendations to home owners to review their insurance policies and possible liabilities around operating a UTV, including the purchase of additional insurance if not covered. The amendment will also state that UTV's should be kept in good & working order. Chris will draft the policy and present it to the Board for review.
- Private Rental through AirBNB and alike
 - Chris is still working on drafting proposed recommendations. Have feedback from those currently using AirBNB that will be taken into account.

- Sam is working on posting new policy documents from last meeting into the President's Book and digitalizing records.

- **New Business**

- Recent attempted break-in on Lower Switchback Road.
 - On November 30th, PMPOA was informed that someone had trespassed on/attempted to break into a home on Lower Switchback Road, part of PRSPOA. No one was harmed, and a police report was filed.
 - Residents were alerted that same day by email, and gate activity/video was checked to ensure no intrusions past the PMPOA gate. Nothing suspicious noted.
 - Members are encouraged to remain vigilant as the holiday season approaches and watch out for each other. Additional lighting near the front entrance was recently installed by REMC at the request of PRSPOA to help deter unwanted visitors.
- Front Entrance Volunteer Improvement Day
 - Volunteer Improvement Day was pushed till the Spring in hopes of a more favorable turn out and better weather. Our current expectation is for some time in April. Detailed planning will start in January/February.
- Quarterly BOD Meeting Dates
 - The Board confirmed the following meetings dates.
 - March 18th, 1 pm – Roderick house
 - May 13th, 1 pm – Fink House
 - (Tentative) July 15th, 10am – Annual Meeting

- **Miscellaneous**

- No items noted.

- **Adjournment**

The meeting was adjourned at 3:05pm.