



Pinnacle Mountain Property Owners Association Board Meeting 16 November 2023 at 7pm

Meeting Minutes

Call to Order:

The meeting of the PMPOA BOD was held on November 16th, 2023, at Chris Roderick's house. The meeting time & date were rescheduled from the anticipated December 9th date due to scheduling conflicts. The meeting was called to order by Daniel Beckmann at 7:00pm.

Meeting Attendees:

- President	Daniel Beckmann
- Vice President	Chris Bennett
- Treasurer	Jan Burlee
- Secretary	Chris Roderick
- Board Member	Vacant

Meeting Agenda:

- **Call to Order** (Daniel Beckmann)

- **Road Committee Report** – Frank Stroman
 - o Frank supplied a written report for the Board's meeting. The full report will be posted on the website.
 - Two culvert replacements were completed on 10/03/2023. The rusted-out metal culverts were replaced with plastic culverts to avoid such issues in the future.
 - The road pitch was also adjusted to direct water to the ditches and through the culverts.
 - Two grading sessions have been completed on the traction strip this quarter and surrounding slopes.
 - Property owners, their guests, and their contractors are reminded, and strongly encouraged, to use AWD & 4WD vehicles whenever possible to reduce damage to our roads. Also keep in mind that the roads have less traction when dry and remember to swing wide on turns.
 - o The Board will ask Frank what culverts he wants to work on next. The Board will investigate reviving the old culvert spreadsheet to track culvert conditions so we can plan culvert replacements ahead of time now that we are establishing the culvert fund.

- **Gate Committee Report** - Chris Roderick
 - The cameras and YELP system are working fine and as intended.
 - Clickers are still available, but stock is dwindling with all the new buyers recently.
 - After discussing the proposed cellular option from AT&T with DKS, the software company/product that runs on our gate, DKS felt it would not be compatible with our hardware or system.
 - After reviewing the information from DKS and AT&T, the Gate Committee is inclined to agree.
 - The Gate Committee reached out to TEM, a gate service provider whom we have used in the past, for a quote on a DKS cellular option.
 - The Pre-tax quote is \$2,348. The monthly cellular fee would be between \$43.95 or \$53.95 depending on usage. This is roughly half of what we currently pay AT&T per month for the landline. If we switched to cellular, we would no longer have a monthly bill with AT&T, reducing our overall monthly gate cost.
 - The Committee has reviewed the quote and sent back some questions to TEM.
 - The Committee will get AT&T to confirm in writing that AT&T is dropping hardlines after our April contract expires and if/for how long they intend to support existing hardline services.
 - The Board would like to push this upgrade into next year's budget unless the situation becomes emergent.
 - Gate Statistics: Nov. 14, 2022, to Nov 14, 2023
 - 9,768 Total Entries
 - 6,481 Clickers
 - 3,025 Codes
 - 146 Directories
 - 116 Modem to Modem
 - Of the 146 directories, 47% were successful.
- **Secretary's Report** – Chris Roderick
 - A corrected version of the Annual Meeting minutes was issued after the last quarterly meeting based on member feedback about an error in the notes.
 - Secretary will distribute an updated member registry to the Board after some recent property turn over.
- **Treasurer's Report** – Jan Burlee (Detailed Financial Records available upon member request)
 - Dues Status – 3 owners/lots are outstanding. Repeated letters and communications have been sent, no responses.
 - The Board reviewed the October Monthly Report and found no anomalies.
 - After revisiting the electronic payment option for dues, the Board has elected to forgo electronic payments for the time being to avoid fees for these services/transactions and keep our record keeping as simple as possible.
 - Discussions were held about the emergency fund, and whether there was any documentation strictly outlining its management.
 - The general policy of PMPOA has been to roll over any excess funding at the end of each year into the emergency fund, and it is to be used to cover emergency road repairs, or

other emergency costs. This has typically been between \$0 - \$1,000 any given year based on records reviewed.

- Based on discussions with community members and former Board members, a driving factor behind the emergency fund was a wash out that occurred ~10 years ago that shut down the road and required a special assessment in the range of \$30,000 to repair.
- To ensure the emergency fund can cover such a wash out given 10 years of inflation, the Board will discuss with Burleson and Frank Stroman what a reasonable cost might look like for such a repair in today's market.
- The road is our only egress so the Board feels leaving such an emergency cost up to a special assessment is not advisable if it can be avoided, as a special assessment could cost critical time in getting the road repaired.

- **Architectural Committee Update-** Sam Fink

- Sam supplied a written report for the Board's meeting.
- Work is progressing on two current house builds on the mountain. One will be completed soon, however the other has run into some obstacles and is temporarily stalled after rapid progress in recent months.
- One fire pit is still awaiting inspection due to scheduling conflicts with the Owner and an available committee member.
- One shed application was cancelled due to vendor not complying with delivery directions/requirements. The owner is seeking an alternate path forward.
- Work continues on one approved garage.

- **Old Business**

- Additional Mailboxes: Installation of new mailboxes is suspended while the Board works on concerns raised at the annual meeting.
 - Recap: Based on discussions with PRSPOA no new mailbox stands will be installed at their current location based on the owners not wanting any more stands on their properties and safety concerns. The Board along with PRSPOA began looking into alternative locations/solutions and arrived at installing CBU's near the guest parking area as a preferable solution. That property is still owned by one of the original developers (Couch). Based on feedback at the annual meeting, the Board is doing it's due diligence in getting written permission/easement to install the stands on that property before proceeding.
 - The Board has been unable to get in touch with Couch after repeated attempts to discuss getting a legal easement for the proposed mailbox stands.
 - The Board will send a certified letter to Couch in hopes of getting in touch with him, or someone who can advise on his whereabouts.
- PMPOA/PRSPOA Joint Road Agreement
 - A draft Road Agreement was sent to PRSPOA at the beginning of September. No comments have been received from PRSPOA to date, or to our follow up requests.
- Nominations for 5th Board Member. No one stepped forward after the request was sent. Any volunteers are welcome to step forward. The Board desires five members to ensure optimal representative discussions and decisions are achieved. Until a fifth Board

member is identified, however, the remaining four director functions are represented, and all Board business is being handled in a bipartisan manner.

- Code of Ethics – A code of ethics was discussed and drafted last quarter. The Board will polish it up and introduce it the membership at the annual meeting.
- Well database – Still compiling. The Board will create a page on the website when it is “complete”.
- The Board would like to establish a Lot Owner committee to provide feedback and prospective from lot owners, as the Board is currently, and almost always, made up exclusively of homeowners. The Board will petition member for volunteers.

- **New Business**

- Road contractor contingency: The Board is still looking into alternate road contractors for the inevitable time when Burluson can no longer work our roads.
- The Board will be looking into drafting a set of rules/guidelines for the annual meeting to help streamline the meeting.
- Notice of Board Meetings for membership - The Board would like to reiterate that members are welcome to come to meetings to voice concerns or provide feedback. If a member would like to address the Board, either at a meeting, or outside of the quarterly meetings, they should inform the Board in writing (or email) of their intention, and of the topic(s) they wish to discuss and the Board will add them to the Agenda.
- Quarterly BOD Meeting Dates
 - The Board confirmed the following meetings dates.
 - February 10th (17th Alternate) 4pm, Daniel Beckmann’s Home
 - May 11th (18th Alternate) 4 pm – Chris Bennett’s Home
 - July 13th, 10am – Annual Meeting (Tentative)

- **Miscellaneous**

- No items noted.

- **Adjournment**

The meeting was adjourned at 9:37pm.