

Line Runner Maintenance Corporation Substitute Annual Meeting 2020 Minutes
10/3/2020 Common Area at Lake

Board members in attendance:

David Cronin, President

Nancy Loupe, Secretary-Treasurer

Garry Fields, Board member

Bill Huffman, Board member

Membership in attendance: 31 (representing 27 eligible votes). Proxies in hand: 15. Eligible votes present: 42. Quorum is met.

The meeting was called to order at 10:04 AM by President David Cronin.

Eight (8) motions were made and passed during the meeting.

1. A MOTION WAS MADE AND SECONDED TO ACCEPT THE MINUTES FROM 2019. THE MOTION PASSED.
2. A MOTION WAS MADE AND SECONDED TO ACCEPT THE TREASURER'S REPORT. THE MOTION PASSED.
3. A MOTION WAS MADE AND SECONDED TO AMEND THE LAKE RULES IN THE BYLAWS TO REMOVE THE USE OF A LAKE KEY AS PERMISSION TO USE THE LAKE AND TO INCLUDE THE USE OF A LAKE BADGE FOR ANYONE USING THE LAKE. THE MOTION PASSED.
4. A MOTION WAS MADE AND SECONDED TO AUTHORIZE THE BADGE COMMITTEE TO GET IDEAS, RECOMMENDATIONS, AND COST INFORMATION TO THE BOARD REGARDING LAKE USE BADGES. THE MOTION PASSED.
5. A MOTION WAS MADE AND SECONDED THAT LOGGING OR MEMBER PROJECTS COSTING GREATER THAN \$10000 TRIGGER A NON-REFUNDABLE CONSTRUCTION FEE. THE MOTION PASSED.
6. A MOTION WAS MADE AND SECONDED TO RETRACT THE LAST MOTION AMENDING THE ASSIGNMENT OF A CONSTRUCTION FEE. THE MOTION PASSED.
7. A MOTION WAS MADE AND SECONDED NOMINATING PAUL KENNEDY FOR THE BOARD POSITION. THE MOTION PASSED
8. A MOTION WAS MADE AND SECONDED THAT THE MEETING BE ADJOURNED. THE MOTION PASSED.

David Cronin thanked everyone for coming. BJ Achord asked if it was possible to tape the meeting due to social distancing and people wearing masks that might make it difficult to hear. Don Briola volunteered to try to record the audio. Sally Radovich suggested that anyone speaking remove their mask while speaking.

A MOTION WAS MADE AND SECONDED TO ACCEPT THE MINUTES FROM 2019. THE MOTION PASSED.

Treasurer's Report:

Nancy Loupe gave the treasurer's report for 1/1/19-12/31/19. Nancy presented a spreadsheet of income and expenses for 2012-2019. That spreadsheet is currently posted on the community website and is up to date through September 2020. She reported the balances in the road account and in the savings for the dam, both higher than in June of 2019. Two transfers of \$5500 each (for 2019 and 2020) were made to the dam fund as was discussed at the 2019 meeting.

The dollar value of delinquent dues increased over the June 2019 total but reflected no increase in number of property owners in arrears (see spreadsheet on the website for details). Only one property owner is in arrears and not on a payment plan. Five (5) owners are on payment plans.

Bill Huffman gave a brief history of the role of the LRMC Secretary-Treasurer and the job Nancy Loupe has done in that role. Nancy got thanks from the community.

A MOTION WAS MADE AND SECONDED TO ACCEPT THE TREASURER'S REPORT. THE MOTION PASSED.

Old Business:

- a. **NEW ACCOUNTING SOFTWARE:** In 2012-13 LRMC began using the Xero accounting program and having the bookkeeping done by an outside accounting firm. Via Xero, the books are available for the Board to view online. In the Brevard area, Xero is not as widely used as other accounting programs. The current accounting firm used by LRMC has only one employee that knows Xero; that individual is a CPA and a partner in the firm, charging \$110/hour. That CPA suggested that LRMC only needs a bookkeeper, not a CPA, and that moving to QuickBooks would give us a much broader pool of possible accountants to use. The CPA also recommended a consultant that she knew who could help with the migration to QuickBooks. During 2020, the Board made the decision to move from Xero to QuickBooks on-line version. The monthly cost of QuickBooks would be greater than that of Xero, but the accounting costs would decrease substantially. It is anticipated that the responsibilities of the Secretary-Treasurer and outside accountant will remain mostly as they currently are, and the LRMC books would still be available to Board members on-line. Sally Radovich and BJ Achord volunteered to help with the migration to QuickBooks. They and Nancy will have a phone session with the consultant to get more

information on making the transition, to begin using QuickBooks 1/1/21. There will be some few months of overlap with Xero to ensure that all transactions are captured.

- b. **LIENS AND FORECLOSURE:** There are seven (7) active liens, down from nine (9) in 2019. Monies were collected on both of the liens that were resolved. The property owner owing the most to the Association is not on a payment plan. Foreclosure proceedings have been initiated against that owner.
- c. **NEW KEY LOCK FOR LAKE GATE:** David Cronin reported that the key lock used on the lake gate broke or was broken. Locks of that type are very expensive as are keys to fit such locks, so David is trying to get one or two replacement locks that will work with the current lake keys. That process is long and involved. There followed a long discussion regarding how to keep unauthorized people from using the lake and common area. Ray Henley suggested leasing the lake to Headwaters Outfitters or The Hub. Those businesses would use the lake for fishing charters; they would stock the lake and strongly discourage trespassing. David commented that option had been considered in the past but that there are too many owners and authorized users to make that practical. It was suggested that LRMC should publish a newsletter of some sort to the property owners, listing the names of those who abuse the lake including property owners that give out lake access information. Also, the Bylaws allow removing the privileges of property owners that violate Association rules; accordingly, owners that abuse the lake rules could lose their privileges including access to the lake. It was asked whether loss of privileges is automatic if owners are in arrears with dues. Nancy Loupe explained the process (listed in the Bylaws) where an owner loses privileges: Board decides to remove privileges, Board notifies owner in writing, a hearing is held with owner, then a decision is made regarding suspension. Nancy stated that owners on a payment plan are considered to be “in good standing” and do not have privileges suspended. Some members said they were approached at the lake gate by people claiming to have forgotten their key or forgotten the current combination. It was agreed that all LRMC members should decline to admit anyone requesting entry, and that members should always lock the gate behind them once they pass through the gate. The combination lock will continue to be used until such time as the key lock can be replaced.
- d. **LAKE UPDATE AND DAM MOWING:** Bill Huffman gave a brief history of the lakes and dams within our community, describing how Line Runner Ridge now has only the one (1) 8-acre lake with earthen dam. He stated that the state performs an annual inspection of our dam. In 2012 the dam was found to be leaking around the drain pipe. That situation forced us to drain the lake and repair the leak. There were substantial costs involved with the permitting and engineering work needed, all absorbed by Bill’s company. The Association paid for the actual repairs. By 2013, with sufficient rainfall, the lake filled back in. Part of the state requirements for the dam is that the dam be mowed routinely both to prevent damage from plant roots and to facilitate inspection by the state. Bill Huffman checks the lake weekly, monitors the water level and the condition of the spillway. He has adjusted the rocks on the spillway so that the lake level remains relatively constant without intervention. He asked that no one move the

rocks around as that will affect the lake level. One (1) inch of rain equals two (2) inches of rise in lake level. Nancy Loupe gave a brief history of Bill's involvement with the lake and dam, and the members gave Bill a round of applause. Galen Walter asked about the run-off from Wallace Mountain and the impact of that run-off on the lake. Bill Huffman is to get with Galen to determine where the run-off is getting into the lake; the Board will decide what needs to be done to control the run-off. David Cronin commented that when we drained the lake in 2012 it was possible to see that the lake is substantially less deep than it was before, that a great deal of silt has gotten into the lake. The topic of possibly dredging the lake was discussed in previous meetings but no action was taken on that, either now or in previous meeting.

- e. LAKE RULES: Bill Huffman gave a brief overview of use of the lake and common areas in 2020. There were a lot more people at the lake and common area this summer and fall than in past years. Most of those people were not LRMC members. Bill theorized that because of the coronavirus pandemic and parks and other recreational areas being closed, people were limited in where they could go for leisure activities. However, most had no real authority to use our lake; many were also violating the posted rules. Noise, litter (including dead fish on the shore), and night fishing were common. In August 2020, the LRMC Board issued new rules for the lake to be in effect until lake rules could be discussed at the annual meeting. Those new rules were mailed or emailed to the LRMC membership, but they are not working well. Bill Huffman proposed that we go back to the rules posted on the signs at the lake, one of which is that a property owner must accompany guests to the lake. There followed a long discussion regarding whether property owners must accompany guests, who is "immediate family" of a property owner, how many guests could be brought to the lake, and other related questions. A recurring item was how the use of the lake can be policed. David Brown mentioned that Conneestee requires users of their lake to get a "badge" in a bright color, to be worn while on or at their lake. The Conneestee security people remove people who do not have a badge. That idea was discussed in some length and with no open dissent.

Bill Huffman asked that the rules issued by the Board be amended to specify how many guests a member may bring and to define "immediate family" for a property owner to bring to the lake. There was a suggestion that if someone wants to have a large group at the lake (i.e., church party or family reunion, or such), the property owner should notify the Board, just to forestall questions about the group or party. The lake would not be reserved for that group, i.e., all authorized members could still use the lake at that time. Dierdre Johnson suggested that we try to take photos of people at the lake and/or take photos of license plates on cars. It was mentioned that we should try to get names of people using the lake. Kristi Brown said a trespass letter can be sent to anyone of whom we have definite proof of trespass. The idea of badges for property owners was brought back up, met with no dissent, and was discussed with several ideas presented regarding badges.

A MOTION WAS MADE AND SECONDED TO AMEND THE LAKE RULES IN THE BYLAWS TO REMOVE THE USE OF A LAKE KEY AS PERMISSION TO USE THE LAKE AND TO INCLUDE THE USE OF A LAKE BADGE FOR ANYONE USING THE LAKE. THE MOTION PASSED.

A committee was formed to investigate the various suggestions for the entry badges, to present their suggestions and cost information to the Board. The committee consists of Kathie Briola, Bruce Martin, and Scott Piper.

A MOTION WAS MADE AND SECONDED TO AUTHORIZE THE BADGE COMMITTEE TO GET IDEAS, RECOMMENDATIONS, AND COST INFORMATION TO THE BOARD REGARDING LAKE USE BADGES. THE MOTION PASSED.

- f. ENTRY GATE: In Dan's absence, Gwen Ristau summarized that the gate is broken. Bill Huffman said the gear box was broken and a new one ordered. Due to loss of production during the pandemic, it is taking longer than normal to get a new gear box. David Brown spoke about the gate hitting their car and the liability that all members of the Association have when the gate hits a vehicle. He would like to see LRMC have a different gate (that would do less damage) or for the Association to carry insurance to cover damage from the gate. David Cronin stated that LRMC does have insurance, but it is not specific to the gate. Nancy Loupe gave a brief overview of how the gate works, including open/close timing, function of sensors and key pad/clicker commands. There followed a discussion regarding how long the gate stays open and options to alert drivers when it's safe to go through the gate. Bill Huffman spoke of 3 items that should be addressed: 1) whether the limit switches are working properly; 2) training of the membership regarding how the gate works; and 3) decreasing the likelihood of damage from the gate hitting a vehicle by means of a rubber bumper or other type of device on the end of the gate. He also talked about getting a different type of gear box, one with a slip clutch so that the gear box wouldn't be broken if someone forced the gate open. There also was a discussion of rehanging the gate to swing downhill instead of uphill, that the current configuration "keeps people in, instead of keeping people out of Line Runner Ridge". There was then a brief discussion regarding how new residents are notified about the gate and other subdivision issues. Nancy Loupe stated that she will send the current gate instructions to new residents of Line Runner Ridge. Sally Radovich suggested the creation of a "welcome letter" with the gate instructions, Board member names and contact information, the Facebook page information and any other items of general use to residents. David Cronin stated that the Board will investigate and implement the items mentioned by Bill Huffman. There then began a short discussion of the man seen several times in the vicinity of the LRMC electrical pole and box at the gate. It was suggested that he may have been trying to charge his phone on our outlet there. It was asked that, should someone see him, stop and take a photo of him. Garry Field suggested putting a game camera in the woods, one set for facial height near the box. Garry said the batteries and card should last several months in a game camera. No motions were made on any of these topics, and no votes were taken.

- g. LPMC AUDIT RESULTS: Don Briola reported on an audit that he and Dan Ristau conducted on the LPMC financial process with the Secretary-Treasurer, as called for in the Bylaws. Don read the report that he and Dan prepared. There were no negative findings in their investigation. There were a couple of recommendations for improvements that might simplify the job for the Secretary-Treasurer including switching to QuickBooks On-Line and requiring vendors to provide more detail on their invoices. A copy of the report is attached with these minutes.
- h. FISH COMMITTEE/LAKE IMPROVEMENTS: Elmer Zebley reported that there is not much new with the lake. We have a natural habitat with the lake at the current level. The fish stock is good, and the fish seem healthy. Some of the fish are getting big now. Fishermen can keep catfish and bream but not bass or trout. The lake seems healthy as evidenced by amphibians (frogs and salamanders) observed in the lake. Elmer stated that there seem to be very few grass carp, that we may need to add more. According to a state website, it is normal for carp to survive 5-8 years, then need to be replaced. It was stated that we need more bait fish, that the bigger fish are now eating each other. Scott Piper said he located a site where 275,000 fry can be bought, shipped overnight, for not a lot of money. David Cronin again stated that people should not feed the fish, not cat food or bread any other household food items. When the fish are fed those items, they do not eat plants and their eating plants is needed to keep the lake and the fish healthy. Scott Piper agreed to provide the information he had on bait fish to Elmer. Elmer will get recommendations, with pricing, to the Board. It was mentioned at last year's meeting that the artificial habitats created near the dock needed to be moved further from the dock in the common area. Elmer said the habitats were not moved after direct conversation with the individual making the suggestion.
- i. BYLAWS: BJ Achord said the Bylaws committee had not met and had nothing to report. The committee will resume the issues of lake rules and of camping in Line Runner Ridge subdivision to present at the 2021 meeting.
- j. ROADS: David Cronin reported on the roads. It was agreed that vegetation needs to be cut from the sides of the road in the subdivision. In the last year, the Association paid to remove over 100 standing dead trees. David Cronin gave a brief history of road maintenance in Line Runner Ridge and the vendors used, saying that we changed away from Jerry Henderson to save money. We got costs down by using Luke Whitmire's firm with a big motor grader. That works well to pull gravel back out of the ditches but does not eliminate the washboard effect on hills. A discussion followed concerning various types of equipment and road maintenance. David told the membership that the Board would certainly entertain using a different vendor so long as they were licensed and insured. Work still needs to be done on Willow to correct a problem created by a property owner there. David Brown said that area needs a culvert under the road. Kristi Brown thanked Dan Ristau for the snow removal work he does and how early he does it, so that working people can get to work. Susan Sunflower reminded property owners that they

need to keep branches trimmed back off the roads so as to not scratch paint on cars passing by. There was a discussion regarding road damage due to various types of vehicles. It was generally agreed that speeders damage the road regardless of size of the vehicle. Bev Parlier asked about maintenance of side roads, specifically whether LRMC is responsible for maintenance on Shamrock; Garry Fields stated that, according to LRMC documents, Shamrock is not a road the Association maintains, that LRMC has no right of way to do the maintenance there so cannot maintain the road. David Cronin said the Association is responsible for, and has right of way to, six (6) named roads only. Bev said the culvert at Shamrock and Ridge Road is exposed and needs to be replaced. Fonda Vietor spoke to bad roads harming cars and lowering our property values, wondered if we could allocate a certain percentage of dues to the first 0.6 miles, to maintain it every other month. Bill Huffman said we would need to raise the dues to be able to do that every other month. We need a motor grader about once a year to pull up the gravel. If the grader made multiple passes, it should be able to cut down the washboard effect.

- k. **INTERNET UPGRADE:** Sally Radovich reported on her efforts to get faster internet in Line Runner Ridge. She repeatedly queried Comporium regarding getting the whole subdivision upgraded to fiber optic for internet service. She finally got a Comporium quote of \$700,000 for LRMC's portion to install fiber optic for the whole development. As of 2019, utility companies were given permission by the state legislature to facilitate web upgrades to their customers. Haywood EMC's representative said they are considering doing that but would have to offer it to all their customers, could not just offer it subdivision by subdivision. Balsam West is partnering with Haywood to investigate the feasibility. That might be a cheaper option for Line Runner Ridge than pushing on Comporium. Scott Piper reported that StarLink is internet thru SpaceX, with 5G speeds and low lag time. He is hoping to be included in a StarLink beta test. When Starlink is available in our area, the cost would be \$100/month per home plus an initial set up fee of about \$500; it would be an individual choice for each homeowner, no subdivision-wide infrastructure. SpaceX says it should be available by spring of 2021.
- l. **TEMPLE PROPERTY UPDATE:** David Cronin gave a brief synopsis of the possible purchase of some of Henry Temple's property by the state, for the property to be included in Headwaters State Park. Henry had approached the membership and Board in 2019 asking that the property be "let out of Line Runner Ridge" in order for the state to buy it. The state has no interest in being in a homeowners or road association. After the 2019 meeting, the Board met with an attorney who stated that the Board has no authority to let any property out of the subdivision. That information was relayed to Henry Temple. There has been no further communication from Henry or from the state.

New Business:

- a. **CHANGING THE CONSTRUCTION FEE:** Nancy Loupe gave the overview for this topic. Minutes from the 2012 or 2013 meeting indicate that a fee was established for members' construction projects that could damage the roads in the subdivision. The fee was \$1000, with \$500 being

refunded if no significant road damage was observed. None of that discussion was captured in the Bylaws or in any of the minutes posted on the LRMC website. Nancy suggested that the fee be changed to a flat fee, non-refundable. No process has been established to determine whether damage was done or to track projects underway. There followed a long discussion as to what type of project or work (Logging) could damage the road.

A MOTION WAS MADE AND SECONDED THAT LOGGING OR MEMBER PROJECTS COSTING GREATER THAN \$10000 TRIGGER A NON-REFUNDABLE CONSTRUCTION FEE. THE MOTION PASSED.

Discussion continued after the motion was made and passed. It was generally agreed that we need to better define what triggers the fee, and what vehicles do the most damage to the roads. Stanley Lance spoke to hauling gravel in for the roads on Joshua Mountain and that those residents should not be assessed such a fee when bringing in gravel for their roads. He stated that most damage is caused by small, light cars and speeders. David Cronin said more research is needed and this topic will be discussed at the next Association meeting. There was general agreement and no dissent.

A MOTION WAS MADE AND SECONDED TO RETRACT THE LAST MOTION AMENDING THE ASSIGNMENT OF A CONSTRUCTION FEE. THE MOTION PASSED.

- b. RESOURCE PAGE: Nancy Loupe said she had received a suggestion that a resource page be created and posted on the website, listing local craftspeople (such as water well specialists) that members might need. David Cronin suggested that the LRMC Facebook page should be used for those inquiries, that LRMC should avoid any suggestion of recommending particular vendors. With no dissention, it was agreed that a resource page will not be created.
- c. YURTS IN LRMC: Board members have been asked whether a yurt is an acceptable type of residence in Line Runner Ridge as the Bylaws state tents cannot be used as a residence. David Cronin said the county building codes designate a yurt as a permanent structure, that the Board has already discussed and researched yurts in Line Runner Ridge. It was decided that since the county regards yurts as permanent structures, they are not tents. There was no opposition at the meeting.
- d. BOARD MEMBERS MUST BE RESIDENTS: David Cronin said a suggestion had been received stating that all Board members must be permanent residents of the subdivision. There is nothing in the covenants or Bylaws requiring residency. Garry Field said that was discussed and voted on some 20 years ago to permit non-permanent residents to be on the Board, to broaden the candidate field. David Cronin said that currently the positions of President, Vice-President, and Secretary-Treasurer are residents, but Board members do not have to be. There was no discussion by the membership, and no vote was taken.

- e. VACANT BOARD POSITIONS: Terms were up for Secretary-Treasurer Nancy Loupe and Board member Paul Kennedy. Nancy Loupe was voted in as Secretary-Treasurer by acclamation. A MOTION WAS MADE AND SECONDED NOMINATING PAUL KENNEDY FOR THE BOARD POSITION. THE MOTION PASSED. Paul was re-elected without opposition.
- f. MAILBOXES AT HIGHWAY 178: Nancy Loupe said she has been asked how a resident acquires a mailbox at the entrance to the subdivision. She spoke to the postmistress in Rosman and was told the property owner must notify the post office that they want a mailbox. There followed a discussion of whether all boxes currently at the entrance are in use, whether there might be one or more boxes available for new residents to use. Nancy Loupe will send an e-mail to all Line Runner Ridge residents asking who has and is using a mailbox, and offering to help label the boxes of out of town property owners with the address of the resident (on the door of the box).

There being no further business, the president called for a motion to adjourn. A MOTION WAS MADE AND SECONDED THAT THE MEETING BE ADJOURNED. THE MOTION PASSED. The meeting was adjourned at 12:57 PM.