

HOVE Road Maintenance Corporation.

BOD Meeting Minutes.

September 22, 2020 at 10:00 am

I. Quorum: Yes.

Present: President; Jim Steenburg, VP/Treasurer; George Campbell, Secretary; Jim O'Hara, Director; Bill Burkett.

Excused Absence: Director; Frank Loosli

Also, in attendance: COO Laura Foster.

II. Call to Order: The meeting was called to order at 9:54 am by President; Jim Steenburg.

III. Adoption of Agenda: The agenda was approved as written with the addition of an Executive Session at the end of this BOD meeting.

IV. Approval of Prior Minutes:

Motion: To approve the Minutes as written from the BOD Meeting held August 25, 2020. Motion by J.O., 2nd by B.B. The Motion approved unanimously.

V. Reports:

Presidents Report: There is nothing I have to report at this time.

Treasurer's Report: Our Members were 80.6% compliant with the 2020 assessment payment at the end August.

The large expense this month was a down payment on the new equipment building.

So far this year we are on budget.

General Report: At present RMC is operating with a road crew of two workers and 3 persons working in the office.

The road crew is very busy with mowing, repairing road potholes, and road striping.

The office recently got rearranged and it is now working more efficiently.

A short discussion on the location of the new drop box ensued.

Evaluation for the purchase of a new electric entrance gate is underway. The current manual swinging gate is getting harder to manage.

VI. Old Business:

The COO stated that at the present time, due to COVID-19 regulations, no major road resurfacing has been done this year. This has meant a large reduction of our expenses for the year. This amount was verified by the Treasurer.

Therefore, it may be a good time for the Board of Directors to consider the replacement of the aging Oil Distributor and Chip Spreader. This equipment has been requiring more and more down time for repairs which results in less time doing road work. The Treasurer has assured us that we have enough funds in our Operating Account to purchase replacement equipment. Because the road work is at a standstill, it makes sense that this would be the perfect time for the purchase of any new equipment. The BOD has done an excellent job to date in controlling corporate spending.

Motion: To appraise the value of our current equipment and procure a buyer. After a signed agreement with a buyer, we will proceed with ordering the required new equipment.

Motion by J.O., 2nd by G.C.. The Motion approved unanimously.

Last week one of our crew was on Liliana doing road repairs with the backhoe. While there, the Backhoe had transmission and brake issues. It was a very dangerous trip for the crewman who brought the backhoe downhill successfully to the shop.

This backhoe is over 30 years old and it is an essential piece of machinery needed for working on roads. Therefore it is planned to get the BOD three quotes for possible purchase a replacement.

The current draft of the Newsletter of August 23, 2020 is complete and ready to be printed.

Motion: To approve the final 08-23-20 draft of the Newsletter and give the Printer the OK to print.
Motion by J.O., 2nd by B.B. Motion approved unanimously.

VII. New Business:

A Board Member brought up the subject of the extreme weed growth on our road right of ways. The COO explained that the subdivision has been divided into 4 quadrants and that is how we keep track of current and past road work. The mower follows this system when mowing. With the constant rain in the afternoons, mowing has become an everyday 8 hour job. By the time one quadrant is completed the other quadrants are already overgrown.

Motion: To purchase a reasonably priced second mower to assist with mowing.

Motion by J.O., 2nd by B.B. Passed unanimously.

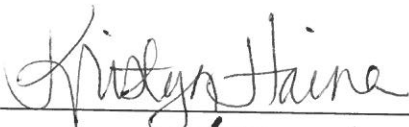
The discussion continued concerning the need at present for more man-hours spent on mowing and clearing the road right-of-ways.

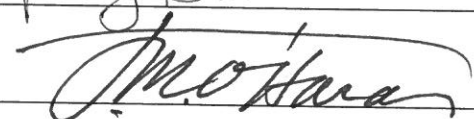
VIII. General Discussion: We have two companies waiting to give us quotes for the cement slab that will be under the new steel equipment storage building. The plans from Armstrong Steel are still needed to get this process started. We will then have to wait on the County for the approval of the building permit. The 80' side of the building will run east to west and the 60' side will run north to south in the lower base yard.

IX. Adjournment: The President adjourned the meeting at 10:33 am.

The next Board meeting will be held on Tuesday, October 27, 2020.

Due to COVID-19 our office will remain closed to the public until further notice.

Minutes Submitted by:  Kristyn Haina

Minutes Approved by:  Jim O'Hara, Sec.