

Elk Falls Property Owners Association
Board of Directors Meeting Minutes
September 18th, 2023 7:00pm

Board Members Present

Dan Mueller
Wayne Gneiser
Cyndie Van Buskirk
Dave Shaffer

Guests: None

I. Call to Order: The meeting was called to order at 7:05 pm by Dan Mueller.

II. Approval of meeting minutes: Deferred

III. Treasurer’s Report: Cyndie Van Buskirk

- a. No outstanding invoices. We’ve received three of the five outstanding annual dues.
- b. Budget vs. Actual we are under budget primarily from legal and road maintenance expenses.
- c. PayHOA Monthly fee: Dave Shaffer asked whether there are add-ons with PAYHOA to justify the \$99 monthly cost. Cyndie and Dan commented on the mailing ability at a reduced cost to the POA and financial reports which were previously manually prepared. It also has the document storage capability which might allow us to scan the archived documents that are in a storage facility. It can be used to publish a newsletter and eliminate the cost of Constant Contact.
- d. PAYHOA usage: Of the residents that have not logged in or created their personal account with PAYHOA, there are 46 total not signed up and 37 of which have an email in Constant Contact.

Block	Not signed up in PAYHOA	Have email in Constant Contact
1	13	10
2	19	15
3	14	12
Total	46	37

It would be very helpful if all residents sign up for PAYHOA for communication purposes, in case of emergencies, lost pets, wildfire notifications.

IV. Roads Report: Dave Shaffer

With the record setting rainfall in May and June, the roads overall are in fairly good condition. However, there are several ditches that are full of sediment and some problem areas where cross road erosion has caused ruts in the road surface. Problem areas include High View Dr below the High View loop, Circle Dr at Juniper, Upper Ranch at Stallion and Rock Creek Rd, 34285 Rock Creek Rd. and 33778 Berg Ln. While these areas have been repaired previously by Wayne (with his tractor), Dan and Dave, the continued rainfall has caused them to require more attention.

Dan motioned to reimburse Wayne for fuel and wear and tear on his tractor of \$100. Dave seconded, motion passed.

Discussion on fall road maintenance, Dave spoke with the owner of Dirt Cheap about spot grading and minor road repairs earlier in the summer, but has not heard back from them after requesting a review of the work needed. Dave also requested a bid from BRME on fall grading.

Dave suggested that a work day with volunteers to help clear ditches of debris and sediment might be the most cost effective and timely way to get the ditches cleared, as Dirt Cheap hasn't followed up and BRME would be quite expensive. Dave will look at rental equipment pricing and availability to support a volunteer work day for ditch clearing.

Dave mentioned getting with BRME and setting them up for the winter snowplowing and Merle with Tiny Tractor is a good option for sand and salt, when he is available.

V. Firewise: Dan Mueller. No updates.

VI. Architecture: Dan Mueller (Due to Marta's absence)

- a. New Architecture Chair: Wayne is transitioning from secretary to VP and architecture.
- b. Pending requests:
Dan asked Wayne to follow up with the new build at 34667 Circle Drive on the final grade and restoration. Deck rebuild of 35270 Upper Aspen Ln work done by homeowner and nearing completion.
- c. New approval requests:
Deck rebuild at 35681 Upper Aspen Ln, board approved.
- d. Transactions: None
- e. Architectural Policy and Procedures publication: No updates.

VII. Other Business:

- a. Review of the covenants deferred.
- b. 2022 HOA Legislative updates to Annual Fee & Special Assessment Collection Policy is deferred.
- c. Document any decision made outside of the board meeting:
 - i. Architectural approval for 35681 Upper Aspen Ln approved via email on August 30th, 2023.
 - ii. Architectural approval for 11659 S. Upper Ranch approved via email on August 30th, 2023.

- d. Crime insurance policy deferred waiting for changes to occur and segregation of duties.
- e. Documents archive in PAYHOA tabled.

VIII. Newsletter: Need volunteer to take that over.

IX. Website updates: none.

X. New Business:

- a. Need replacements for roads chair and VP/architecture
- b. There was brief discussion as to the possibility of scheduling a neighborhood picnic as has been held in past years. Consensus was that it is now too late in the season which would make it difficult to schedule with assurance of mild weather. No picnic to be scheduled this year.
- c. Several residents have asked if there will be a Halloween Parade and Party. Cyndie volunteered to spearhead the plans and prepare an announcement that could be distributed.

XI. Next board meeting. Monday November 6th at 7pm at Dan Mueller's house.

XII. Meeting Adjourned 8:47pm motioned by Dan, 2nd by Cyndie, motion passed.

Respectfully submitted by Wayne Gneiser, EFPOA Secretary