

Michigan Hill Owners Association
Minutes - Approved
Board of Directors Meeting
Jefferson Community Church – 9 AM
Conference Meeting Call
November 21, 2015

Board Members Present:

Les Choate, Lot 185
Blenda Crawford, Lot 66
Steve Johnson, Lots 182/183/184 (telecommute)
Eric Lines, Lot 231
Larry McClymonds, Lots 206/207

MHOA Members present: Terry O'Neill, Lot 246

Larry McClymonds called the meeting to order at 9:03 a.m. It was determined that a quorum was present. Online meeting access was posted on website and a sign was posted on the church because of the winter storm and road closure.

The Board asked for any revisions to the draft of the Meeting Minutes for the Board Meeting for August 8, 2015. None were offered. There was a motion to approve the draft of the minutes as written by Steve Johnson; seconded by Eric Lines. Unanimously approved by Board. Larry will post Approved Minutes to the MHOA website.

Open Forum for MHOA Member Comments - 15 minute limit

Terry O'Neill – wants to give report on snowplowing. Deferred discussion for the At-Large portion of the agenda. No other discussion requested.

Reports of Officers

President

- Submitted Annual Summary of Operations Report - Augmentation Plan - on November 19th, 2015 to Garver Brown, DNR Water Commissioner.
 - Accepted by Garver Brown, DNR Water Commissioner, Div. 1, District 23 on 11/20/15, who congratulated the Association on its efforts this past year.
- Outlots D&E fencing update: completed fencing and old fence removed and hauled off.
 - MHOA has successfully reclaimed outlot properties. Steve expressed his appreciation to all homeowners who permitted the fencing team to cross their properties with equipment to get this accomplished.
- CCIOA - Board certification requirement – email from David Firmin - 10/28/15
 - In July, laws were amended and passed that required HOA managers to be certified with some exceptions, including non-paid managers who are members of the organization. This was confirmed by the MHOA attorney. As part of that discussion, the ability to pay board members for non-board HOA activities was discussed. According to the attorney, as long as Board activities are transparent, fully disclosed and recorded in Board minutes, payment is acceptable to board members for non-board activities. An example of this is if one of the board members is needed to run the plow truck. Other examples including welding and other repair work using equipment and services. These activities can be paid. Email

discussion and approval is sufficient documentation to track these activities to meet the CCIOA requirements.

Vice President

ACC report

- Lot 160 - Piper - New house plans, color detail, approved.
- Lot 177 - Toppings - New house plans, color detail, approved.
- Lot 194 - Hair - New shed, question of shed set back from adjacent lot, requires minimum of 30 feet from side boundary verification.
- Lot 260 - Smith -Deck glass wind break – changing fence rail material, approved.

Suggested if not getting timely feedback from other ACC members, VP to contact them via phone vs. email.

ACC Issues Outstanding

- Lot 154 - Dunmires - New construction (new deck) without ACC approval – conversation indicates replacing deck because of rotted, damaged wood and re-staining to same color. VP has been in communication with owner and will supply ACC request form.
- Lot 214 – Left message for owner. Waiting on response. If no return, will mail documentation to owner. Painted house without ACC approval

At-Large

Snow plowing

- Eric met Terry O'Neill on road checking roads for plowing needs. Terry provided briefing to Eric on road conditions.
- Terry O'Neill report: from October 1st to present (7 weeks) only have had about 3.5 hours of plowing to bill. Actually had another hour in checking roads – not billing for that activity. Has billed for time spent to set up plow. If taken to mechanic in Commerce City, would charge \$75.00/hr. labor plus parts, plus board would have transport time. Truck and plow are in excellent condition. The Meyer plow was set up to plow paved roadways and only two trip springs which protect plow from hitting things like rocks. Terry re-set adjustments on drop springs and hydraulic pressure release settings to make sure appropriate for dirt roads. Great deal on truck and plow. Steve and Terry plan to chain up the plows to assure maximum drop, keeping plows approximately 2 inches off the ground per recommendations from both state and county snow plow drivers. Have added sand tubes to add extra weight to both trucks. No need yet for tire chains, though have them for the white Chevy truck. Will determine if required for the blue Dodge truck.
- Larry created two log books, one for each truck, to record activity with each truck, including routine checklists.
- Terry requested reiteration of plowing plan. The Board reaffirmed the plan: MHOA maintains 11 roads. Anything over 6" is plowed. Priority roads are Michigan Hill, Georgia Pass and Glacier Peak, then plow rest of roads. Plan is to double pass in morning to make sure that people can get out, then go back and clean out as needed. Drifts tend to build on Glacier Peak. MHOA will be responsible as far as its right-of-way to Earnest Driveway. Beyond that is county roads and if issues, residents need to call the county.
- If private residents are plowing their drives, they should not leave piles of snow in the roadway since the snow piles freeze and become a hazard. The plowed snow needs to be put in the ditch lines. The Board is not responsible for removing any frozen piles of snow from the middle of roadways which are the result of residents plowing their driveways.

- Discussion: As part of plowing duties, snowplow drivers need to be paid for driving roadways to inspect condition. Drivers are currently being paid \$25/hour for services: housing and maintaining truck, miscellaneous maintenance, inspecting roads, etc. Blenda Crawford motioned that snowplow drivers be paid for time spent inspecting/driving roads to determine condition and plowing needs. Eric Lines seconded the motion. A vote was called. Steve Johnson abstained. Vote was carried by remaining board members and approved.
- Terry O’Neill is full time plow driver with Steve Johnson as back-up plow driver. Steve will also widen roads when needed with the grader. Drivers are required to get copy of driver’s licenses on file with MHOA.
- Board will talk with Tom Clinton to determine if he is still willing to use his backhoe tractor in an on-call basis to clear roads of drifts and also push up burn bit. Verify that he is still at \$75/hr. If he is not available, the Board will contact the Ranch as to their equipment availability.

Treasurer

Treasurer report

- Balances: Checking - \$5137.34; Savings - \$54,408.73, Total: \$59, 546.07.
- 4 liens were put on the following properties: Lots 002, 074, 271 and 097. Dues in arrears: \$1220.64.
- Current cash assets: \$60,766.71.
- Outstanding Bills: grader – not billed yet. Estimate at about \$5,000 for parts and labor. Work should be done in about two weeks. Had to find, ship and replaced hydraulic pump. With the repairs and maintenance, the grader will be like new.
- Even with all the expenses and repairs, the budget is still in the black.

Secretary – no report.

Old Business

- Snow Plowing Plan (see above discussion)

New Business

- The Board received a homeowner voice message/email regarding the Septic dump email/voice on 10/18/2015. The septic dump was examined and found to be in working order. It was noted that:
 - The outlet with the lock on it is the access point that should be used by homeowners. The code is the same as the burn pit code.
 - The second lid should not be used. Board will check on possibility of locking second access point.
 - There is a sink hole (low spot) for septic access a few feet from main access point toward CR 35.
- December 12th, 2015 is the date for the Jefferson Civic Community Association (JCCA) potluck dinner and program: dinner 5:30-6:30, holiday program from 6:30-8:00 p.m. at the Jefferson Community Center. JCCA will also be collecting non-perishable items for the local food bank.
- February 13th 2016 is the date of the JCCA Valentine’s Party. For more information, visit www.jeffersoncolorado.org.

Adjourn Meeting: Blenda Crawford motioned to adjourn; Eric Lines seconded. Unanimously supported. Meeting adjourned at 10:10 a.m.