

Elk Meadows Homeowners Association
Minutes, Annual Meeting, May 20, 2023

Members Present: Mark Petroni, Jennifer Wynn, Regan Whitworth, Ryan and Susan Clarke, Jennifer Mankins, Sharon Burman, Warren Bauder, Kristen and James Rosa, Mike and Mary Pat Richards, Kurt and Jennifer Krueger, Patrick Browne, Justin Dixon, Leroy Charles, Dave and Stevie Kisko, Bob and Laurie Wallace, Joe and Stanette Militello, Tom Wilson, Haley Vicchio, Tom Plumb

Proxy Members: Phillippe Stouvenot, Stacey Mates

The meeting was called to order at 10 am by President Jennifer Wynn

President's Report - Jennifer Wynn

- By-laws have been reviewed by the Board (primarily for clarity, grammar, and updated language) and will be presented to the membership for approval
- Tom Plumb has updated and added to the HOA website, elkmeadows-hoa.com
- Note: all new construction and exterior remodels need to be approved by the AAR Committee

Treasurer's Report - Mark Petroni

- Budget is online on HOA website
- Current balance \$61,796. This does not include bills to be paid going forward 2023.
- There are 6 lot owners who are in arrears regarding association dues. Mark requested that commencing with this year's assessment that non-payment result in a \$10 late fee and interest added to the amount owed at a rate of 2-3% above the business lending rate. This was approved unanimously by the members present. Mark has and will continue to inform members of what their financial obligations are.

Secretary's Report - Bob Wallace

- The HOA registers each spring with the Montana Secretary of State
- Secretary's position provides information to membership. Questions received are sent to the Board for consideration, and followed up with a response to the sender.
- There were two requests for a proxy representative at this year's meeting. Notification for next year's meeting will include information on how to establish a proxy for voting purposes.
- Inquiries were made about how the Annual Meeting might be made available online. The Board will look into this possibility, and provide information to members next spring.

Election of Director

- Three year term, going forward there will be one Director elected each year
- Nominations for Director were opened:
 - Nominee: Regan Whitworth
 - Motion: Kurt Kruger
 - Second: Tom Plumb

Discussion:

A quorum for voting purposes requires 20% of the membership be present. 22 of 42 properties were represented. It was pointed out that in order to change the Covenants 80% of the membership must approve a proposed amendment.

Role of a Director: include response to issues, future planning for the HOA,

- monitoring projects, preparation for Annual Meeting.
- Nominations were closed. Regan was elected unanimously by a voice vote.

Noxious Weed Control, now and in the future

- Peggy Lynn, Mark Petroni and Kurt Krueger have led the HOA in this endeavor. Common areas are the responsibility of the HOA.
- MarkP - There was a proposal being considered to support HOA members with the commercial spraying of their properties. After further research, it turns out that the personnel doesn't exist locally for this work to be done. As an alternative, it is proposed that the HOA purchase the equipment and herbicide for property owners to spray their own property, funded by the HOA. Mark and Peggy will provide training prior to doing the work. The initial outlay including the herbicide would be \$1000-\$1200.
Tom Wilson - would PPE be included as part of the purchase? Yes
Storage? - Mark has the proper storage for the materials
Certified buyer for herbicide? The herbicide is an over-the-counter product
Warren Bauder - what is the liability involved?
There would be an agreement that the product be applied as indicated
The Board would check the insurance policy to make sure we are covered before proceeding
Regan - homeowners are free to contract individually with a commercial vendor. Mark can provide a list of possible vendors.
The Covenants include weed abatement.
General discussion - property owners are doing various things to eradicate weeds on their own. Cost of spraying would depend on area, the spraying for the roads in the subdivision cost \$400 last year.
TomW - noxious weeds are something to keep up with
JenniferW - weeds come in with excavating equipment, disturbed ground
TomW - reseeding is important. MarkP - It is best to use previous topsoil spread over ground to reseed with native grasses.
Laurie Wallace - is it possible to eradicate spotted knapweed? Particularly for people who don't want to spray. Would someone be outside of the HOA rules if weeds persist? Answer - a good faith effort would be in line with HOA requirements.
JenniferW - HOA can return to this conversation if the problem persists or gets worse despite the efforts being proposed
- HOA will allocate up to \$1500 to purchase equipment and herbicide for community use.
Motion: Kristen Rosa
Second: Mike Richards
Vote: Two nay votes, remainder yay. Motion passed
KurtK - request to post relevant information on website
MarkP - be aware the weeds need to be treated before seed heads mature
TomP - website will include a booklet that can be used to identify weeds

Road maintenance/dust abatement update and discussion

- JenniferW - last year was quite effective
MarkP - the county paid for the treatment last year using rural improvement district taxes from HOA members. There is not enough money for spraying this year, the cost is approximately \$10,000
- Proposed solution - if the road is not bladed this year the treatment should last. Not blading the road this year will also potentially keep speeds down. Next year there would be sufficient funds to have the county repeat the application.

- No action taken, Board will advise county of request to not blade subdivision roads in 2023

Firewise update and discussion

- Tom Wilson, Mark Petroni and Kurt Krueger are leading the HOA on this issue
- TomW - defensible space includes having nothing that can fall on your house
MarkP - defensible space vs. survivable space. There is a diagram in the Covenants that illustrates the bands for vegetation and distances from your house. It is not a question of "if, but when" the area will be threatened by fire
- JenniferW - what are some things homeowners can do immediately to prepare
 - Clear zone around building
 - Eliminate small and medium trees
 - Delimb larger trees, don't have trees that can fall on home
- General information - how to deal with slash piles? Burn permit valid 3/1 to 11/30. Burnable natural vegetation can be brought to a dump site in the Echo Lake area. Commercial contractors can be contacted for removal of heavy fuels

Website reminder and update

- Website is under the direction of Tom Plumb. Sections include:
 - Architectural Review Committee
 - HOA Documents (including)
 - Covenants
 - By-Laws
 - Elk Meadows Plat
 - Dust Abatement Proposal
 - Fire Wise and Forestry Assessment
 - HOA Announcements
 - Links - to local and regional sites
- JenniferW - is it possible to include a list of community resources (i.e. people who offer services in the community)
- TomP - Website is for the HOA membership. Tom is careful about restricting access for outside contacts
Tom is looking for a second person to have knowledge of the website and how it is managed. Please contact him if you are interested.
- Suggestion - you can join the Georgetown HOA for \$35/year.

Review and discussion of the Covenants

JenniferW - the topics listed represent questions that she has received over the last year

- Camper and trailer use
- Recreational vehicle use and associated trailer parking
Not permitted, this is becoming less of an issue as more homes are being built
- Solar panel installation (guidelines needed)
- Process for remodels/updates/changes to home exteriors
- Hot-tub and sauna installation/building/shelters (guidelines needed)

Discussion

Snowmobiles - call the police. Don't chase

Personal contact helps, snowmobile free zone

Might trail cameras prohibit trespassers?

The signs on the arches are posted by the county

Dave Kisko - signage at the two arches and top and bottom of the power lines can be

used to limit trespassing

Motion (by Dave K) Authorize the Board to develop signage that will list the most significant rules to convey to non-residents

Second: Joe Militello

Voice vote: approved unanimously

MarkP will develop language for the signs and present it to the Board for approval

TomP: has put No Fireworks signs up around the subdivision. Feel free to remove them if you are concerned with their content

JenniferW proposed that a committee be formed to explore the possibility of amending the Covenants to address some of the concerns being addressed

- BobW - expressed concern about rewriting the Covenants
- WarrenB - 80% approval for amending the Covenants is a significant threshold
- KurtK - rules for homeowners can be implemented without changing CCRs
- WarrenB - expressed that he bought his property knowing what Covenants were in place
- JenniferW - how to respond to the question "can I do this?"
- ReganW - reminded members of the procedures listed in the Covenants for the resolution of disputes:
 - First, if possible, talk to the person directly
 - Second, mediate the dispute in a civil manner (details in Covenants)
 - Third, if the first two communication attempts fail, members may take legal action to enforce the Covenants

It was decided that this item will be tabled until next year's meeting. For the 2023-24 year matters of concern will be referred to the AAR Committee for resolution.

New Business

- JenniferW - the addition of a Local Resources section to the website would be helpful
- MarkP - Annual Budget submitted for approval (see website for specifics)

Projected balance \$63,796

Proposed expenses \$ 8,300 (estimated only)

Balance 5/2024 \$55,000

Motion to approve the budget as presented

James Rosa

Second Joe Militello

Vote motion approved unanimously by voice vote

Stevie Kisko - request that an item be placed on the agenda for the 2024 Annual Meeting to raise the HOA dues by \$100

- MarkP - recommendation that the HOA install a fourth 10,000 gallon cistern to upgrade response to fire in the subdivision

Motion: Patrick Brown, to allocate up to \$20,000 to purchase and install an additional 10,000 gallon cistern in the Elk Meadows subdivision

Second: Dave Kisko

Vote Approved unanimously by voice vote

Scheduling of next year's meeting: Saturday, May 18, 2024

JenniferW - thank you all for attending

Minutes submitted by Bob Wallace, Secretary

Board Meeting to elect officers for 2023-24

Results: Jennifer Wynn, President
 Mark Petroni, Treasurer
 Bob Wallace, Secretary

Motion and second by Board to approve the Treasurer to pay expenses as detailed in the budget

Approved: 5-0