

HIGH KNOB OWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS

MEETING MINUTES

DATE: 8/13/2018

Name	Present
Liz Achey, President	X
Judith Sikora, Vice President	X
Greg Sadler, Secretary	
Keith Arnett, Treasurer	X
Open Director position	
Jerry Pomeroy, Field Services Manager	X
Linda Farrell, Business Manager	

Resident attendees:

Raymond Achey; 558 Alpine Drive
E. Leonard Quinney, 558 Split Rail Road
Maryl Quinney, 558 Split Rail Road
Merry-Lynn Sheetz, 932 Massanutten Mountain
Barbara Perlik, 566 Skyline Drive
Jerry Soucy, 235 Mountain Top
Victor Jones, 95 Deer Trail
Orv Lee, 1028 High Knob
Greg Caswell, 168 Mountaintop Road
Cathy Caswell, 168 Mountaintop Road
Jim Osborn, 893 Shenandoah Valley Drive
Desiree Williams, 103 Trent Trail
Larry Vogel, 386 Shenandoah Valley Drive

1. **Call to Order:** Reminder made by president and treasurer to limit residents to three minutes each maximum per comment during the Residents Comments & Questions

2. **Residents Comments & Questions:**

- I. Orv Lee again presented another request to the board to widen the main road 6 feet, from Greenfield Road to the bottom school bus shelter, to allow children walking to the bus stop, to walk in safety. Sidewalks or walking paths do not exist in the community, and widening the road to allow for an "integrated sidewalk" will not only cost the association residents more than \$100,000 minimum, but does not reduce risk to these children. Mr. Lee presented an idea of a "boardwalk sidewalk" made of treated lumber that would reduce construction costs by 50%. Board stated they would entertain and discuss his request, but also mentioned to Mr. Lee that he previously volunteered to chair a committee and to present findings to the board, findings including financial construction costs and data as to the actual number of children that walk back and forth to the school bus stop. So far, Mr. Lee continues to present his ideas without any requested data, and the board will no longer entertain his requests without data to support his case.
- II. Greg Caswell, angrily requested the board to provide the association with a road construction and road maintenance policy, and demanded Mountaintop Road given priority due to the poor road condition during hazardous winter conditions. Due to his anger and outbursts, board reminded Mr. Caswell of the meeting "code of conduct" and that his harassment of the board will not be tolerated. Board agreed that Jerry Pomeroy and the board were working together to identify a road maintenance policy.

- III. Jerry Soucy made a request to the board to move the Residents Comments & Questions portion of the meeting to the end of the meeting where it can be efficiently determined how much time is allowed for residents to voice their issues. Board agreed to take his comment under consideration. Mr. Soucy also asked where the meeting minutes are posted, and the board stated the official meeting minutes can be found on the webpage (www.HKOAI.com)
- IV. Barbara Perlik presented a verbal “rewards and recognition” appreciation to Jerry Pomeroy and his crew for the outstanding job of maintaining Massanutten Mountain Road during the extensive rainy season this summer.
- V. Raymond Achey presented status of letter written to Warren County Commissioner about the extreme hazard associated with our community entrance. Due to the response and lack of VDOT priority in addressing our concerns, and due to the number of automobile accidents in 2018, Mr. Achey presented an option that included contacting our HKOAI attorney and inquiring about the merits of a “class action lawsuit” to force VDOT and Warren County to devote financial resources to improve our community entrance. Mr. Achey agreed to form a committee to manage this effort. Board agreed that HKOAI Office Manager, Linda Farrell, will track and maintain metrics regarding automobile accidents at our entrance, who was involved, police reports, and financial losses associated with accident.

3. **Review and Approval of Previous Meeting Minutes:** Suggestion was made to make copies of all minutes, documents, financial reports, etc. to the community before the meeting. It was also suggested that meeting minutes including all reports and documents are included on the HKOAI webpage. Residents want to be informed.

4. **Financial Report (Keith Arnett):** Treasurer uncovered a discrepancy in the way Warren County was billing HKOAI for accounting services, and as a result, WC refunded HKOAI \$1596. New budget year commenced without significant financial issues. Significant wet summer weather this year will impact the amount of funds available for road maintenance and materials. Automobile accident that wiped out the guard rail on High Knob Road will be expensive to repair, approx. \$6,000 - \$10,000. Luckily, the driver was cited for reckless driving, and was carrying insurance courtesy his employer that will cover these damages.

5. **Staff Reports:**

Business Manager Report (Linda Farrell was absent) and report was read by HKOAI President, Liz Achey.

Announcements were posted on the HKOAI website and newsletter for the open HKOAI board position. Candidates included in board packets.

A question was asked as to the roles and responsibilities of the Business Manager and if they should include surveying residents and capturing data, for example, number of houses for sale, recent sales prices, number of new permits pulled, etc. and conducting survey of communications, for example, how effective is communication via email, newsletter, HKOAI website, bulletin boards, etc.

Field Services Manager Report (Jerry Pomeroy) presented status of the roads and facilities.

Exceptional rainy summer has had a significant impact to road maintenance. The front gate was damaged twice during the past month. Guard rail destroyed and a discussion with Jim Osborn about the repairs and verifying the correct size posts are used during the replacement. Jim and Jerry agree with what needs to be done, and appropriate contractors have already been called to place bids on the guard rail replacement. Tar and Chip prices for road repairs and paving were presented, and the fact that only one contractor replied with a bid.

6. **Announcements:**

HKOAI board did not have a full quorum to proceed with the selection of the open board position as Greg Sadler was absent. It will be taken up again at the next board meeting in September.

Board members should be provided with all meeting minutes and associated documents before the meeting, and the review of these documents should be done before the meeting (and not during the meeting.)

7. Old Business

Committee to review bylaws with Larry Vogel and approval of the complaint procedure has been put aside for the September meeting.

Road pavement plan is dependent upon a number of factors including culverts, storm water drainage and management, 90% home buildout status, water lines, etc. Jerry Pomeroy and the board are working on a comprehensive road build out plan. Resident asked Jerry why Mountain Top has not been paved yet, and it was part of the previous board's recommendation. Resident went on to claim Mountain Top is 15 years overdue for paving, but not sure of the validity of this claim. It was stated the current HKOAI board is not responsible for decisions made by the previous board.

Chain link fences in High Knob are a violation of HKOAI By-Laws and/or Covenants. Jerry has never approved chain link fences in his 18 years of service, yet some residents have taken it upon themselves to circumvent the By-Laws and proceeded without approval of any kind. No HKOAI Architectural Committee in place anymore, and Jerry Pomeroy is the single source for approval. Board motioned to reject Allen Thrasher request for a chain link fence as it violates HKOAI By-Laws and/or Covenants.

Barbara Perlik mentioned that residents have also violated HKOAI By-Laws and/or Covenants for sheds and decks. Question was asked if Warren County construction permits were pulled for these additions? The HKOAI could contact WC for construction permit status, and use WC to enforce these unapproved additions and changes to residential structures. The discussion and resolution were deferred to the September meeting.

8. New Business: None

Meeting Adjourned at 8:57 pm, next meeting is scheduled for Monday Sept 10, 2018

Respectfully submitted by Raymond Achey, volunteer