

**SCPLOA ANNUAL MEETING
MINUTES
September 3, 2017
Swains Creek Pines Pavilion**

EXECUTIVE SESSION – 12:00 p.m. (closed meeting)
Collections, Enforcement, Personnel & Legal Issues

OPEN MEETING – 1:11 p.m. MDT

1. Welcome & Introductions: Janelle Pearce

Meeting was called to order and held at SCPLOA Pavilion at 1:11 p.m. MDT by Chairperson Janelle Pearce, Vice-Chairperson Gina Chapman, Treasurer Chris Schlaffman, Jane Lewis, Secretary, Lauren Patt-Kirby, Alan Zellhoefer, Clint Malburg, Ron Anderson and Cheryl Case. Bookkeeper Irene Briggs and Manager Bill Rodreick were also present.

Janelle Pearce reminded the association that if they have not already cast their ballots, there are volunteers in the back of the room with ballots.

2. Board Vacancy

- Janelle Pearce stated that Gary Dawes, Board Member, resigned in August 2017 and Cheryl Case accepted the position.

3. Secretary's Report & Approval of Minutes: Jane Lewis

The proposed minutes from the Swains Creek Pine Lot Owners Association Annual Meeting for September 4, 2016 were respectfully submitted and Ms. Lewis asked for any corrections. Ms. Lewis asked for a motion to approved the minutes.

- Johnathan Matheus, Lot BH-019 made a motion to accept the minutes as presented. Paul Placek, Lot HS-010 seconded motion. Motion carried.

4. Treasurer's Report: Chris Schlaffman

Chris Schlaffman reporting. Chris Schlaffman stated that he will be reporting on July 2017 finances due to the fact that August 2017 has not closed and we have not received August bank statements.

As of July 31, 2017, there was \$150,984.55 in Revenue with the majority \$131,354.00 from dues. On the Balance Sheet there is \$300 in petty cash; \$200 in seed money. The General Account includes \$87,454.90. There is \$5,198.57 in the playground fund and \$1,832.53 in pond maintenance fund. The new fund, the Fire Department Fund, has \$2,133.79 and there are total monies including the CD of \$51,103.70 in the Total Reserve Fund of \$141,796.03. Mr. Schlaffman asked for a motion to approve the Treasurer's Report.

- Ed Wells, Lot 03-660 moved to accept the Treasurer's Report. Johnathan Matheus, Lot BH-019 seconded the motion. Motion carried

5. Manager's Report: Bill Rodreick

Bill Rodreick reporting. Mr. Rodreick thanked several that helped set up the all the tables and chairs for the meeting. Bill Rodreick reminded everyone that at the end of October everything will be shut down. Mr. Rodreick stated the perimeter fence is an ongoing project and several repairs were completed this summer. Mr. Rodreick reminded Lot Owners that have private gates to the forest to remember to shut the gates so the cattle do not come in Swains Creek Pines. Mr. Rodreick reported on the Fire Wise and Chip Fest meeting that were held on Saturday, September 3, 2017. Bill encouraged everyone to get involved with the Chip Fest next summer. Janelle Pearce stated that Bill Rodreick would be retiring at the end of October 2017 and thanked him for his many years of service. Ms. Pearce reported on the recruitment for Bill's replacement.

6. Introduction of Candidates & Voting Procedures

There are five position and six candidates who submitted their bios to the Board for nominations. The candidates introduced themselves to the association and talked about why they were running for a position on the SCPLOA Board. Biographies of the candidates were all included in the ballot mailing. Candidates include: Charles Duvall, John Colman, Dan Theisen, David Pugh, Paul Placek and Travis Cottam. Mr. Cottam was not present and his bio was read.

7. Recess to Cast Ballots 1:40 MDT

- Meeting resumed at 1:47 MDT

8. Recognition of Outgoing Board Members

Outgoing Board members Clint Malburg, Janelle Pearce, Gina Chapman, Alan Zellhoefer, and Chris Schlaffman were thanked for their service and presented with plaques.

COMMITTEE REPORTS:

I. Finance Committee – Chris Schlaffman, Chairman; Lauren Patt-Kirby, Vice-Chairman; Janelle Pearce & Irene Briggs to assist

a. Budget Report

Chris Schlaffman reported the budget is slightly ahead on income and slightly over on the dust abatement expense because it was so dusty and windy when they did the application, they needed to spray more water. Mr. Schlaffman stated the account receivables are \$23,125.50 from past dues.

b. Reserve-to-Preserve

Chris Schlaffman stated a new Reserve-to-Preserve study has started and will be presented to the Board in October. The last Reserve-to-Preserve was done in 2012 and showed SCPLOA was 34% funded, which is considered a “fair” funding. Mr. Schlaffman is expecting SCPLOA to be in a good position.

c. Status of Collections/Liens

NA

II. Legal Committee – Janelle Pearce, Chairman; Gina Chapman, Vice-Chairman; Alan Zellhoefer, Lauren Patt-Kirby, Irene Briggs, Cheryl Case and Chuck Costa to assist

a. General Update

Janelle Pearce reporting. Janelle Pearce stated there have been few legal issues this year. Ms. Pearce talked about the CC&Rs amendment vote of 2016 and that vote failed to pass. Ms. Pearce reviewed the Recreational Vehicle (RV) Resolution that was put in place October 2016 and that it allows current RV Lot Owners to remain as RV lots until the lot is sold. She stated the Board was advised by legal the Resolution was the best the Board could do.

III. Property & Facilities Committee – Clint Malburg, Chairman; Jimmy Bradford, Vice-Chairman; Beth Bayley & Bill Rodreick to assist

Roads, Parking, Runway & Facilities

Clint Malburg reporting. The roads look good due to lack of intensive storms. Mr. Marburg reported two planes used the runway this year. Clint Malburg stated the contractor, Andrew Black, has repaired the perimeter fence. Gina Chapman stated over the Labor Day Weekend there were several UTVs, ATVs driving too fast, and doing “donuts” on the roads and tearing up the roads. Gregg Sterrett, Lot 01-114 asked if letters could be sent to those Lot Owners. Janelle Pearce responded that the Board does send out letters to Lot Owners as reminders of such violation.

b. Pond & Fence

Mr. Malburg reported 2400 pounds of fish were planted in the pond this year.

c. Security – Neighborhood Watch

Bobby Kinch, Lot 03-565, approached the microphone to talk about starting a Neighbor Watch and handed out a brochure.

- IV. **Architectural & Compliance Committee:** – Clint Malburg, Chairman; Gina Chapman, Vice-Chairman; Lauren Patt-Kirby & Bill Rodreick to assist
- a. **Architectural Review & Approval Process**
Clint Malburg reporting. There have been several architectural requests this year and the turnaround is within a week or two.
- V. **Community Relations & Events Committee** – Alan Zellhoefer, Chairman; Jane Lewis, Vice-Chairman; Ron Anderson & Chris Schlaffman Schlaffman, Shirley & Rod Burke, Kelly Harrington & Bobbie Cobell to assist
- a. **CMFPD** – Chief Tuttle
Chief Casey Tuttle reporting. Chief Tuttle reported that they have four newly trained positions. Chief Tuttle reported on several new grants they have received which included a new fire engine. He reported the station has received 140 calls. Chief Tuttle updated on the progress toward Swains Creek Pines station. He reported that they are still under negotiations for the “metal shed” and Christensen’s have donated two acres across from the garbage dumpers. There was a question from the association about once we have a station in Swains Creek Pines will the county maintain and improve the road from the Swains Creek Pines sign to Highway 14. Chief Tuttle responded, “The best part is our insurance rates will be lowered.” Janelle Pearce reminded everyone that our fundraisers this year are being donated to the SCPLOA Fireman’s Fund to help fill a need once the Swain Creek Pines Station is complete.
- b. **Community Wildfire Prevention Plan**
Alan Zellhoefer stated the Five County Association of Governments has hired an individual to assist Cedar Mountain fire district as becoming Firewise communities. Alan reviewed a few things Lot Owners can do to prepare from fire danger. Mr. Zellhoefer talked about Ready, Set, Go and the suggestion for your lot protection. More information can be found on the SCPLOA website.
- c. **Fire Council**
Gina Chapman reporting. Charlie Duvall has volunteered to chair the Swains Creek Fire Council. The first initiative is for every Lot Owner to have reflective address numbers on their lots. The address numbers need to be between three to four inches in size. The address signs are important for emergency first responders. Everyone was encouraged to sign-up for Everbridge.
- d. **Newsletter, Website & Facebook**
The summer newsletter was included in the election packet and the next newsletter will be out the end of January. The newsletter is printed bi-annually. Alan Zellhoefer stated for the most up-to-date information regularly check SCPLOA Facebook page or SCPLOA website.
- e. **Camp Golden Eagle, Talent Show and Lot Owners Potluck**
Camp Golden Eagle 2017 was a success and a special thank you Kelly Harrington, Camp Councilor 2017. There were about 45 campers registered. Rod and Shirley Burke cooked hotdogs and hamburgers for the campers.
- f. **Highway Cleanup**
The June 2017 Highway Cleanup was cancelled, due to the Brian Head Fire. The next Highway Cleanup is scheduled October 7, 2017, following the Board meeting. Dinner will be provided that evening.
- g. **Recognition of Volunteer of the Year**
Janelle Pearce presented the Volunteers of the Year: Kelly Harrington, Rod Burke and Beth Bayley.
- VII. **Old Business:**
- a. **Webcam Live View**
There are now cameras on five locations around the barn, playground, and pond. There will be a live update on the website once the cameras are “linked up.”
- IX. **Elections:**
- a. Results of 2017 Ballot Count
Charles Duvall-194, John Colman-189, Dan Theisen-187, David Pugh-174, Paul Placek-148.
- X. **New Business:**
- a. **Bark Beetle Assessment**
Alan Zellhoefer mentioned the situation with the Bark Beetle. They are in Swains Creek Pines. Alan stated there is a link on SCPLOA website and handouts in the barn.

XI. Address Numbers

John Colman is making signs and they are only \$15.00. Lot Owners can find an order sheet on the website. Chief Tuttle stated he likes having all the signs similar as it makes it easier for first responders to recognize the address signs.

XI. Open Forum: Lot Owners to Address the Board

Ed Wells, Lot 03-660, asked about where the Bob Runkle Bell will be placed. Janelle Pearce responded that It will be placed somewhere in the pavilion. Ms. Pearce stated a tribute to Bob Runkle is planned for tonight at the Annual Lot Owners Potluck. Cheryl Case encouraged everyone to attend the memorial during the Annual Lot Owners Potluck.

Irene Briggs, Lot # 01-240, stated that she has been owned property in Swains Creek Pines since 1979. Irene stated she has been involved in several board positions as well as the contracted SCPLOA Management Company since 2006. Ms. Briggs read a statement to the association that she will be terminating her contract as SCPLOA Management Company and will not be reinstating her contract as for 2018.

Gina Chapman, on behalf of the SCPLOA Board, thanked Janelle Pearce for her work as Chairperson for the Board.

XII. Proposed Meeting Schedule:

Next Board Meeting is scheduled October 7, 2017 at 10:00 a.m. MDT at the Barn. January 13, 2018 meeting time & location to be posted to www.swainscreekpines.com and SCPLOA Facebook page.

XIII. Adjourn

- Motion was made to adjourn and seconded. Motion carried.