

**SCPLOA BOARD MEETING
MINUTES
July 14, 2018
Swains Creek Pines Barn**

EXECUTIVE SESSION – 8:30 a.m. (closed meeting)
Collections, Enforcement, Personnel & Legal Issues

OPEN MEETING – 10:05 a.m. MDT

1. **Welcome & Introductions:** Paul Placek, Chairperson
The Meeting was called to order and held at the SCPLOA Barn at 10:03 a.m. MDT by Paul Placek, Chairperson. Paul introduced all Board members present: Charlie Duvall, Vice-Chairperson; Lauren Patt-Kirby, Treasurer; Jane H. Lewis, Secretary; John Colman; Ron Anderson, and Cheryl Case. Clint Malburg, Property Manager. Dan Theisen was excused and gave his proxy to John Colman. David Pugh was excused and gave his proxy to John Colman and Amanda Crosby, CAM, SCPLOA Management Company representative was excused.
2. **Secretary's Report & Approval of Minutes:** Jane Lewis, Secretary
The proposed minutes from June 16, 2018 SCPLOA Board Meeting were respectfully submitted.
 - Lauren Patt-Kirby motioned to accept the minutes as read. Ron Anderson seconded the motion. Motion carried.
3. **Review of Executive Committee:** Paul Placek
Paul reviewed the Board Executive Session held prior to the Open Meeting. The Board discussed road signs and the mandate from Kane County for address signs. Lot Owners were advised to take down their lot numbers, if they are still visible. If one does not know their street address, it can be found on their tax statement or on Kane County website. It was noted, there are about thirteen lots that do not have an address, and Kane County will deal with the issue when the lots are developed. The Pond will not be stocked again unless the water levels increase. Play Ground funds were evaluated. The teeter-totter became unsafe and needed to be removed. A committee was assigned to look into replacing the equipment. Cabin rentals have increased and if one wants to change the ordinance, the CC&Rs will need to change. Individuals that decide to take on this endeavor will be given guidelines of the procedures.
4. **Treasurer's Report:** Lauren Patt-Kirby, Treasurer
As of June 30, 2018, the total income so far is \$138,908.00 with \$134,868.50 coming from dues. There was \$116,114.11 in the General Account, \$5,199.66 in the Playground account, \$1,832.91 in the Pond Restoration account, \$2,925.23 in the Fire Dept. account, \$1,000.00 in the Petty Cash-Debit Card account, \$437.50 in Cash on Hand and \$146,225.08 in the Reserve to Preserve account.
 - Motion to accept the Treasurer's Report was made by Cheryl Case. Charlie Duvall seconded motion. Motion carried.
5. **Manager's Report:** Clint Malburg
Clint stated the Stop, Shop, and Swap had a large turnout with 32 tables reserved. The next event is the Spaghetti Dinner, [Saturday, August 11]. Clint reminded everyone the area is still under fire restrictions – no campfires, no chainsaws, and log splitters after 1:00 p.m. Clint and Bob are painting street signs. He said they have finished about 50 signs and have about 150 remaining.

COMMITTEE REPORTS

I. Finance Committee – Lauren Patt-Kirby, Chairman; Paul Placek, Vice-Chairman; Cheryl Case & Chris Schlaffman to assist

- a. Budget Report** – Lauren
The budget is on target. The Fireman’s Fund increased \$671.00 from the Chili Cook-off.
- b. Reserve-to-Preserve** – Lauren
The annual contribution to the Reserve-to-Preserve will be met.
- c. Status of Collections/Liens** – Lauren
Lauren said as of July 1, 2018, there are 40 Aging Delinquency Lot Owners with a total of \$40,475.50. There were 11 that owed for 2018 only. The Board will be sending out letters to those with back dues and they will be turned over to collections. Irene Briggs, Lot 210, noted that the resolution regarding Collections and Liens stated the letters were to be sent out by July 1. The resolution will need to be update to be current with Utah law. A few lot owners have contacted the Board with hardships and payment issues. The Board will take this under advisement and set up a possible payment plan. Paul noted collections are really picking up
- d. Discussion on Collection and Distribution of Transfer Fees** – Lauren
NA

II. Legal Committee – Paul Placek, Chairman; Dan Theisen, Vice-Chairman; Cheryl Case, David Pugh, Chuck Costa, Gina Chapman & Janelle Pearce to assist

- a. Report on Pending Legal Action** – Paul
[“SCPLOA is still involved in a legal matter, the insurance agency is paying for legal representation on behalf of the board/association, and no costs have been incurred by the Association.”]

III. Facilities & Architectural Committee – John Colman, Chairman; Dan Theisen, Vice-Chairman; Ron Anderson, Charles Duvall, Gina Chapman & Clint Malburg to assist

- a. Pond & Fence** – Clint
Clint stated in June 500 pounds of fish was planted in the Pond and there was plenty of water at the time. Individuals are still catching good amount of fish. Clint removed the fish food dispenser and collected \$49.75 this year. Clint reminded everyone Utah is a “fence out” state. It is Swains Creek’s responsibility to “fence out” the live stock. Clint talked about a section – Swains Creek Road and Swains View Trail - that does not have a fence and explained that the cattle do not currently graze at the site. Clint suggested it would cost about \$8000.00 to \$9000.00 to fence the section. Clint said he and Bob would fix the broken fence lines this year instead of contracting it out. Clint stated there are several gates that were originally installed by Andrew Black’s company that need repair. The gates were put in originally installed to lot owners at a cost of \$200.00 and repairs would cost about \$100.00 Clint raised a question regarding a gate that needs repair and lot owner does not want to pay to get it repaired. Clint stated the problem with having the lot owner doing their own repairs, is that the break in the wire loosens the wire down the line. Clint stated there are three gates on Debonair. Paul recommended contacting the lot owner to have the gate repaired the “right way” or the gate will be closed. There have been sheep in the area and Clint and Bob chased them back toward Strawberry.
- b. Roads, Parking, Runway & Facilities** – Clint
The roads are holding up very good. The majority of the damage is from individuals that do not live in Swains. Clint talked about the road from Swains Creek sign to Highway 14 and stated it is a forest service road and Kane County maintains the road. Charlie offered to contact the forest service about the road and see if they could do any improvements on this road. Clint stated it would be an added cost of about \$10,000.00 to have mag chloride on the road if it was approved by the forest service. However, Clint suggested to have a good road base put down first and not the gravel that was used last year. Clint said the runway was under good condition and another plane landed. Clint talked about trash being put around the bins and not in the bins.
- c. Dust Abatement Update** – Clint
NA
- d. Security issues, reports, concerns** – Clint
Another cabin has been broken into. The intruder broke the window to enter the cabin. Another situation, a youth was confronted by a stranger and the youth ran away.

- e. **Signage condition / addition of / removal of** – Clint
Fire restriction signs being made. They will be big - two 4X8 signs.
- f. **Report on Architectural Requests** – John
John stated the status of architectural applications have been updated as of July 13. If you have not been notified, please contact the Architectural Committee. John talked about new guidelines and forms that will include more details of what needs to be included in the Architectural application. There are also code changes that will be updated on the form.

IV. Community Relations & Events Committee – Jane Lewis, Chairman; David Pugh, Vice-Chairman; Ron Anderson, Shirley & Rod Burke, Bobbie Cobell, Keene Sterrett, & Kelly Harrington to assist

- a. **CMFPD Update** - Charlie
Cedar Mountain Fire Production District, meets monthly on second Saturday. Charlie said he will continue to send out email alerts and use Facebook for notices. Charlie encourages everyone to place their order for the house number signs. The signs are only \$15 and can be ordered from John Colman or any other Board member or on the web.
- b. **Community Connections** – Jane
We need VOLUNTEERS for upcoming events: Camp Golden Eagle and Roadside Pickup
- c. **Newsletter, Website & Facebook** – David
- d. **Deadline for Board Nominations** – Jane
New deadline is Sunday, July 15, 2018
- e. **Upcoming Events:**
Spaghetti Fundraiser Dinner (August 11); Camp Golden Eagle (September 1); Annual Lot Owners Meeting & Pot Luck (September 2) - Not Sure
- f. **Highway Cleanup:** October 6 – Jane

V. Swains Creek Fire Council – Charles Duvall, Chairman; Ron Anderson, Vice-Chairman; John Colman, Gina Chapman, Chuck Costa & Teresa Zellhoefer to assist

- a. **Report on CWPP and Fire Council Activities** – Charlie
Fire restriction is still on Level II – no fire anywhere, not even in approved fire pits. No fireworks. \$1,000.00 fine will be imposed. Gas fire pit are approved. There was a discussion regarding when to call “911” or the non-emergency number. Everyone was reminded there is an emergency phone at the Barn.
- b. **Report on Swains Creek Fire Council** – Charlie
NA

VI. Old Business:

- a. **Website Live View** – Paul
Everyone was encouraged to check out the new website.
- b. **IT Support** – Paul
The Board was recently contacted by a new lot owner and has volunteered his time to come help and start a new IT committee.

VII. New Business:

- a. NA

VIII. Open Forum: Lot Owners to Address the Board (limited to 30 minutes)

Larry Bagley, Lot 14, reminded individuals to please pick up after their dogs.

IX. Meeting Schedule:

August 18, September 2 (Annual Lot Owners meeting, Sunday at 1 pm, Pavilion), October 6, & January 12, 2019 (Time & Location TBD). All meetings held at 10:00 a.m. MDT (Utah time) at the Barn unless otherwise specified.

X. Adjourn: 11:00 a.m. MDT

- Lauren Patt-Kirby made a motion to adjourn. John Colman seconded the motion. Motion carried.

Respectfully submit, Jane H. Lewis, Board Secretary