

Minutes - KFAMA Inc. Officers Meeting, July 18th, 2019

Attending – Susanne Koenig, James Nelson, Emily McFarland, John Womack, Lee Snyder, one guest, Mark Kheim

Treasurer's Report – Statement of Cash Flows. As of July 18th – Balance - **\$69,251**. The July reminder billing brought in \$1825. **\$26,605 = road fee payments still outstanding.** More than half of lot owners have not paid. **Note!** This impacts rate of annual fee to offset non-payers. Agreement to **prorate annual fee** if owner establishes title mid-year through foreclosures, sales, tax sales, etc. If seen as a closing issue, attorney should be contacted; but if tax sale, KFAMA will prorate by day of year based on date of deed.

Administrative – Bylaws amendment to expand number of Board officers – To maximize vote participation, decision to combine Annual General Meeting with Special meeting. Apart from Oak Meadows voting bloc, votes representing 100 units required to pass bylaws change. New document, **Rules and Regulations**, to be started, Susanne to draft. Initial policies to include: that communications with lot owners are to proceed only if person identifies them self. Through Board's authority to oversee common areas, use by trespassers can be regulated and prohibited; valid ID card can be requested to confirm lot ownership. Fully paid road fee can be condition of issuing ID card. **Email address request** - best way to contact community is email; request for emails to be posted on Face Book and posters laminated ready to post at strategic outdoor locations.

Annual Members Meeting – October 19th or 20th tentative date, TBD with Chief Earl Cogle. To encourage greatest attendance, agreed meeting location to be Firehall. Proposed annual budget must be distributed by November 1st as certified mail. Budget announcement to be prepared in advance, ready to send following meeting. Treasurer to prepare profit/loss statement for meeting.

Road Safety and Signage – With guest KFA resident Mark Kheim, board reviewed sign cost estimate, finalized language and installation proposal, then agreed how many to order. Unanimous approval for **three 25 MPH speed limit signs; three 'No Thru Traffic' signs for Cedar Hill Drive** and Short Drive; and **four No Trespassing Signs** for river access area and by lakes. James authorized to place order up to \$850 expenditure. Lee to confirm he can provide metal signposts and supplementary equipment for installation. General agreement that drilling holes with concrete fill recommended for installation of signs.

Fire Hydrants – Negating rumors, Lee confirmed that, with one possible exception, hydrants throughout Mountain Water system are operational. Until plant is running with capability to handle sediment stirred, periodic recommended flushing is postponed. Noted that KFAMA can speak on behalf of community re. safety concerns concerning hydrants, but association has no responsibility to act directly since hydrants are part of a public utility. Residents should direct specific questions or concerns to Jefferson Utilities' General Manager, **Stephanie Reel** at **304-728-2077** or sreel@juwater.net

Road Care Issues

Snow clearance. Draft RFP for services distributed. **Note:** Board review and input needed soon!

Wagon Trail Road repair proposal. Awaiting return communication from Kable Excavating.

Barbara Lane. Previous stone spread on Barbara Lane has improved surface of main length of road; condition of the 'upper' spur to be evaluated for need and priority of care.

White Dogwood Rd. and Scarlett Oak Dr. conditions. Recent rains have accelerated deterioration of poor surface of these adjacent roads. Two site visits conducted by Lee and Susanne, with input from nearby residents Mike Rood, Dane Mollett and Steve Kerstetter. Lee presented written overview of conditions which he summarized at meeting. Proposed remedies can feasibly be undertaken piecemeal over time only as resources are available. Interim steps involve permission from lot owners to cut into their property, already received from Carson estate; and Mike Rood to request from Jennings. Kerstetter gave oral permission, in principle, to cut drainage ditch close to their wood fence. Runoff has partly been diverted at Scarlett Oak Place by volunteer Mike Rood cutting away embankment for runoff to go into unoccupied wooded lots. At Scarlett Oak/ White Dogwood juncture, hourly estimate to be obtained for **clearing embankment** of brush and trees in advance of cutting swale inside that corner. **Cutting swales and replacing culverts** to better manage drainage proposed but, admittedly, at cost not currently possible. Millings are regarded as fairly durable and cost-effective road surface material that could be a more affordable option to repair the paved and partially paved streets. Need to find source to purchase millings.

KFA Common Areas – Mowing. Contractor has mowed twice. James pointed out two additional areas that need at least a single season mowing. He'll coordinate with K&E Landscaping. Lee mentioned the need to mow around big rock at Cedar Hill and Chestnut Hill.

Unauthorized driving across common area - Clear resolution not entirely certain, but issue discussed by phone between residents and Lee. Contact will prevent possibility of establishing easement over time. Before winter there is an intention to repair the wheel ruts.

Next regular officers' meetings:

2 pm August 22nd

2pm September 19th (tentative date, confirmation TBD)

Location – 270 Industrial Blvd., Kearneysville