

# Minutes - KFAMA Inc. Officers' Meeting via Zoom, May 24<sup>th</sup> 2022

**Attending (remotely)** – Board members Susanne Koenig, Emily McFarland, Jody Rosier, James Nelson and Lee Snyder; joined by JUI Water Manager, Stephanie Reel; and KFA lot owners, C. Dyall, M. Kheim, C. Mueller, V. Rentrop and S. Stacey, William Jennings

## Treasurer's Report & Financials

- 1) **BCT 'Operating' Account** – \$124,785 as of May 23<sup>rd</sup>; **\$50,005 Savings Reserve** (for Snow or Emergencies); **\$41,134 Developer Escrow account** (Keyes Crossing monetary contribution for road projects to be matched dollar for dollar by KFAMA funds)

## Administrative

- 1) **Civil Action process** – Status overview from Treasurer:
  - a) **Liens** – court judgements have all ruled in favor of KFAMA; liens have officially been filed
  - b) **Remaining cases** – those with overdue amounts for the years 2020 and 2021 will be contacted soon
- 2) **Tax Return** – Tax returns for 2021 have been filed w/the IRS & State of WV
- 3) **Special meeting re. Bylaws amendment** – to complete the Bylaws Amendment process, Special Meeting to be scheduled for an election in July or August
  - a) **Tyler Mayhew to be consulted** – re. questions about procedures to officially ratify change: need to contact Co. Commission? Amend Declaration? Any other details to complete?
  - b) **Candidates seeking Board position** – those interested in seeking election are encouraged to get in touch; another Face Book notice to be posted inviting anyone considering being a candidate to submit their name
  - c) **Meeting venue** – James will look into Fire Hall availability as site for Special Meeting to hold election for 2 new officers

## Common Areas

- 1) **River access by mowers** – if a portable bridge structure is devised allowing mowers to reach the open 'park' area overpassing the boggy area, nearby residents have OK'd holding the structure on their property. James to get materials cost estimate for 'bridge'
- 2) **Short Drive Project** –
  - a) Lee working with Potomac Edison for transformer placement and conduit work; 5" connecting pipe ruled not necessary
  - b) Mailboxes to be moved once paving is completed
  - c) Entry sign – final design decisions and location of lighting still in progress
  - d) Short Drive project will be confined to entry area only; extending roadwork south onto Lakeview will only proceed contingent on adjacent lot sales

## Road Related Issues

- 1) **2022 roadwork budget** – for this year's upcoming projects approximately \$87K available
- 2) **Cedar Hill Drive speed management** – volunteers M. Kheim and S. Stacey submitted recommendations briefly summarized here (see Attachment to Minutes for greater detail)
  - a) 80% of traffic on Cedar Hill is use as a thru-road by non-residents

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- b) Speed bumps recommended as primary deterrent; possible economy of installing 3 rather than just 2 bumps worth exploring
  - c) "Not a thru road" signs suggested for either end of road in 'sawhorse' configuration to protrude partly in road (to require driving around), reinforcing 'private road' message
- 3) Lakeview/Burkett work** – Board endorsed starting upgrade of Lakeview to ultimate width of 18 ft. Project will be multi-phase, per following motion passed unanimously: *'Board agrees that the primary road project for 2022 season will be Lakeview/Burkett. Initial phase to begin with widening and ditching a chosen portion as preparation for future asphalt surfacing. Proposed scope of work, project drawing and budget plan to be developed by Lee, James and Jody. Once project cost estimate determined, maintenance and repair work needed elsewhere on Greenwood/Kelly, Walnut Hill and Cedar Hill to be decided based upon available remaining budget.'*
- 4) Pothole repair** – for pothole patching, millings seen as most durable material at acceptable cost. Lee to look into sourcing acceptable quality millings.
- 5) Proportion of road sharing costs** – Without contribution of funds by Keyes Crossing (home development company), the significant road upgrades at Cedar Hill Dr., Wagon Trail Rd and Sprouse Rd, could not have been possible. **Of the overall \$172,735 road upgrade costs, KFAMA contributed \$33,874 in funds. The remaining \$138,861 was paid by Keyes Crossing.**

### Miscellaneous Other Issues

- 1) Local road safety concern** – two KFA residents sent a letter to DOH calling for a safety assessment of the traffic signals at the nearby intersection of Chestnut Hill Road at Route 9. In response to their request, KFAMA to draft and send a letter to DOH reinforcing the gravity of this concern and urging re-configuration of signals.

**Next meeting: 2pm June 22<sup>nd</sup> 2022** via Zoom

(per usual schedule of 4<sup>th</sup> Wednesday of month)

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### Attachment: Cedar Hill Drive Road Safety Recommendations

An estimated 80% of vehicular traffic on Cedar Hill Drive is from non-resident drivers using it as a thru-road despite the signs proclaiming it a private road.

**Speed bumps recommended.** New as well as long-time residents have voiced concern about introducing remedies to reduce vehicular speed on KFA roads, particularly on Cedar Hill Drive. Road improvements along Cedar Hill have had the unfortunate effect of promoting even greater speed. Since drivers do not heed speed limit signs, adding speed bumps is the recommended strategy. To prevent drivers from driving off the road edge to avoid the bumps, they need to be strategically placed or block each end of the bump with obstacles such as large rocks.

**Signage and bump alerts.** 'Speed bumps ahead' signs will need to be posted at either end of Cedar Hill alerting drivers to the speed bumps. The bumps also need to be marked for the benefit of snow plows. Highlighting the bumps with paint can be done by volunteers.

**Cost.** A cost estimate from Slonakers to install three speed bumps is \$4200. (Since deployment of equipment involves considerable cost, there may be an economy to installing three bumps at once rather than two now but adding a third one at a later time.) A 5-gallon bucket of paint was priced at \$100. 2 signs for either end of the road with accompanying hardware (not including posts) priced at about \$160. Rounding up, the overall cost is about \$4500 for the bumps and necessary accessories.

**'NO THRU TRAFFIC' signs.** Creating signs designed to protrude somewhat into the roadway, requiring people to drive around them, is proposed as a way to reinforce the message that Cedar Hill Drive is a private road. On a trial basis, budget versions could be constructed in the form of sawhorses that can be chained to a nearby sign post. The constructions could be PVC pipe, scrap pine or salvage pipe welded together. The signage could be DIY with the message – PRIVATE ROAD – NOT a thru road. Signs to be positioned at either end of Cedar Hill Drive.