

**Ridge Haven Property Owners Association Board Meeting  
Minutes of March 25, 2023**

The meeting was called to order by President Tom Osterhaus at 9:00 AM at the Dean Lodge on the campus of Ridge Haven Camp and Conference Center..

The following officers were present: Tom Osterhaus - President; Lynn Taylor - Treasurer, Mel Standen - Secretary, and Board Member Paul Pensiero.

A quorum was established since a majority of the Board members were present.

This year for the first time, we sent the Board Meeting announcement to all POA members that we have email contact info for, and the following POA members were also present - David Holmes, Annette Cabin, Dorie Dickson, Glenn Evers, David Thompson, Debbie Wetmore, Brian Wetmore, Mary Ann Lawson, David Ravetto, and Paula Ravetto.

**Item 1: Approve the Minutes of the April, 2022 Board Meeting.**

Tom Osterhaus read the minutes from the 2022 Board Meeting, during which it was realized that we still had not received the 2021 Annual Drinking Water Quality Report from Ridge Haven Inc.

Action 1: Tom will contact Ridge Haven Inc. and request the 2021 and 2022 reports.

A motion was proposed and seconded to approve the minutes, and was passed unanimously.

**Item 2: Reports.**

A: Architectural Control Committee Report: there was no 2022 activity to report.

B: Road Committee Report: Since Jim Bishop (the chairperson) was not able to attend the meeting, Tom Osterhaus read the 2022 report. It was noticed that the Total Expenses amount was different from the amount paid from the Road account as reported in the Treasurer's report, and this had already been accounted for and will be correct in the published report.

Concerns were raised about the destruction work being carried out by the Comporium sub-contractors who have been laying fiber optic cable in the Laurel Ridge subdivision and tearing up the roadside gravel.

Action 2B: Tom will contact Comporium about the way their subcontractors are not replacing roadside gravel properly.

C: Nominations Committee Report: a nominations committee was formed by Board member (and Treasurer) Lynn Taylor, consisting also of POA members Ginny Kolozvari and Evelyn Bridges, to find and recommend candidates for the expiring terms of Tom Osterhaus - President, and Mel Standen - Secretary.

Lynn reported that the committee unanimously recommends Glenn Evers to be elected as President, and that Mel Standen continues as Secretary for another term. Both candidates agreed to serve those positions.

These nominations will be put on the ballot for the 2022 POA member voting.

D: Treasurer's Report: Lynn Taylor read the 2022 report, explaining the roles of the three POA bank accounts.

It was requested that the total withdrawals amount of \$43,584.34 be elaborated as to what this is spent on, since this amount includes such items as the Road maintenance expenses, the Water fees that we collect and pay to Ridge Haven Inc as a service, the \$100 per lot assessment to Ridge Haven Inc. (2022 was the final year for this 10 year payment plan), Insurance and other miscellaneous expenses.

Action 2D: Lynn will provide an updated Treasure's report.

### **Item 3: Andrew Bryant property lien and foreclosure update**

We changed attorneys since last year as no progress was being made on this non-payment of dues/fees issue. We are now using the Dunnock Law Firm of Asheville, who re-filed the lien on Lot PR-27, and subsequently received a repayment plan from Andrew, which we accepted.

Unfortunately, the repayment plan ceased as unfulfilled, and so the next steps towards foreclosure are being taken.

### **Item 4: David Holmes request.**

David read the letter from his Grandfather, who was the Ridge Haven Administrator back in 2005. This describes the purpose of the Green Area as recreational for all residents, and Lot PR-26 being a very limited building site with difficult access. But it was not deemed necessary to change the Lot lines or change the maps.

Tom expressed the Board's desire to provide an access to Lot PR-26, but the extent of the area requested by David was far too excessive for a driveway, and would be detrimental to the enjoyment of other members of the Association, because that area and the strip of land that follows the stream going from there all the way down to Old Toxaway Road was originally set apart as a recreational area for all residents to enjoy. We prefer to have the section of the Common Area / Green Space that is alongside Panther Gap Road to be a trailhead area for a nature trail following the stream as a community benefit.

David was asked if the part of the Common Area that he was requesting as driveway space would be connected to the site of a house that would be built on Lot PR-26, so crossing the steep drop-off area along Panther Gap Road, and he replied that it would not. Thus, there is still no access to Lot PR-26.

David was advised to re-submit his request, possibly as an easement space, to be determined and agreed between us.

David asked that he be acknowledged by letter for clearing his personal belongings and materials from the Common Area that he had previously stored there. Tom agreed to do that.

Action 4.1: Tom will send a letter to David acknowledging that he cleared the Common Area.

A request was made to better identify the Common Area / Green Space on the POA website subdivision map of Panther Ridge.

Action 4.2: Mel will update the Panther Ridge subdivision map to identify the Common Area / Green Space.

**Item 5: POA Electronic Meeting:** The feasibility of having a Zoom video meeting was discussed, since we have a member with experience in this technology willing to help by setting it up for us.

Members will be invited to attend the Zoom meeting along with the distribution of these minutes and a voting ballot, and all those wishing to participate via Zoom will be sent the link to join the meeting at the designated time and date.

The meeting closed at approximately 10:30 am, with informal discussions continuing amongst those still present.

### **Minutes of April 2, 2023**

A follow-on Board Meeting was held at 9 am at the residence of Jim Bishop, and called to order by Tom Osterhaus.

The following officers were present: Tom Osterhaus - President; Lynn Taylor - Treasurer, Mel Standen - Secretary, and Board Members Jim Bishop and Paul Pensiero. A quorum was established since all Board members were present.

Glenn Evers as POA member and nominee for president was also present.

Item 1: Discuss and decide how to proceed with David Holmes' request and the stalemate between him and the Board on the issue.

We agreed unanimously to add David's request as an item on the ballot for the annual member meeting, to be scheduled shortly. David will be given the opportunity to submit a revised request for this purpose, and we will present his written request together with our counter reasoning for the POA membership to vote on.

Item 2: Discuss how to organize the Annual Member Meeting to incorporate video conferencing technology (Zoom).

We agreed unanimously that the member meeting will be announced as a Zoom meeting, with voting participation being possible by email (as before) and/or by Zoom participation, and the meeting would be scheduled for Saturday April 29<sup>th</sup> at 1 pm.

While the ByLaws do not specifically describe video conferencing as an allowed format for a meeting of members, we interpret the use of the word "electronically" in Article II, SECTION 3. Electronic Meeting of Members to include this technology.

Status of action items from March 25<sup>th</sup>:

Action 1: Tom received the 2021 Water Quality Report from Ridge Haven Inc. and it has been appended to the 2021 Reports on the POA website. The 2022 report is not yet available.

Action 2B: Tom has contacted Comporium and made them aware of our concerns.

Action 2D: The updated Treasurer's Report is included with these minutes.

Action 4.1: Tom has sent the letter to David.

Action 4.2: The updated subdivision map is now online.

There are no outstanding action items.

The meeting closed at 10 am.

**2022 Activity report from Architecture Committee,**

There was no activity for the ACC for the entire year of 2022.

Submitted by Ginny Kolozvari February 25, 2023

## Road Committee Report

Year ending 12/31/22

DATE	ACCOUNT ACTIVITY	EXPENSE AMOUNT
2/7/22	Emerson Snow Plowing	\$1,024.00
2/7/22	Emerson Snow Plowing	\$1,020.00
3/31/22	Scruggs seal coating	\$2,500.00
6/21/22	M&M Grading mowing shoulders and all roadways	\$ 640.00
6/23/22	M&M Grading Cleaning & straightening culverts	\$ 520.00
11/17/22	M&M Grading blowing leaves and roadways	\$ 595.00
xx/xx/22	Cost of no-turnaround road signs	\$ 145.54
	<b>TOTAL EXPENSE FOR 2022</b>	<b>\$ 7,134.54</b>

### Recommendations for repairs for 2023 for Laurel Ridge:

Overbrook Lot #48 and 49 needs gravel or Riprap

West View Rd Lot # 35R needs gravel and some patchwork on road.

Oak Brook West Lot #27, Ridge Haven Inc. repaired a water break, the asphalt needs replacing at their expense.

Comporium sub-contractors are installing underground optical fiber along roads in Laurel Ridge. This is causing some erosion on the side of the roads. This will need to be addressed when the work is complete.

### Recommendations for repairs for 2023 for Panther Ridge

Panther Gap Rd near Lot #22 needs asphalt repair and gravel on side of road

Panther Gap Rd Lot #27 install gravel on side of road

Panther Gap Rd near Lots #31 and 34 - replace asphalt, approximately 75 sq. ft. in an area 5' x 15'.

I am pursuing options for marking the road to help with visibility in heavy fog at night for both Laurel Ridge and Panther Ridge.

Submitted by Jim Bishop, Chairperson Road Committee.

## Treasurer's Report for 2022

We began 2022 with a total balance of \$58,984.60 in the three accounts we maintain at Self-Help Credit Union.

Individual Account assets were as follows as of January 1, 2022

**\$ 35,448.25** Non-Profit Organization Checking Account #26  
**\$ 10,100.53** Road Maintenance and Construction Account #20  
**\$ 13,435.82** Money Market Account #80

We use the Self-Help Credit Union, primarily the Rosman Branch. Our Statements are taken quarterly to Symington and Associates in Brevard, where they are audited and balanced. Here is an overview of the yearly activity for each account beginning with the least used account # 80

**Account #80** is simply a holding account. We do not have checks for this account, money is moved either online or in person at the branch. This account does not incur fees, it does accrue interest monthly.

Beginning balance	\$13,435.82 no withdrawals, no fees.
Total Monthly Interest	\$ 93.71
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<b>Ending 2022 balance</b>	<b>\$13,529.53</b> as of December 31 ,2022

### Account #20

This account has checks. it does not incur monthly fees, it does accrue have monthly interest. This is the account that all things road related are paid from. For a comprehensive guide to where items were paid to, please refer to the Road Committee Report prepared by Jim Bishop.

Beginning balance	\$10,100.53 as of January 1,2022
Total Monthly interest	\$ 5.55
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Total	\$10,106.08
Total items paid out	\$ 7,134.54
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<b>Ending 2022 balance</b>	<b>\$ 2,971.54</b> as of December 31.2022

### Account #26

This account is where incoming monies are deposited. At the appropriate time money is moved to other accounts, or a check is written to pay bills. This account incurs a monthly fee of \$ 10. This account also accrues interest. This will be an overview of the year's activity. At any time the monthly statements can be viewed by the board members.

Beginning balance	\$ 35,448.25 as of January 1.2022
Total monthly interest	\$ 59.46
Total Deposits	\$ 67,458.32 for calendar year 2022
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Total assets	\$ 102,966.03

Withdrawals:

Account Fee (12 months @ \$10.00)	\$120.00
Symington & Associates Accounting Services	\$1,450.00
Sam's Club Office Supplies	\$69.47
Ridge Haven Inc. \$100 per lot assessment	\$9,600.00
Ridge Haven Inc. Water Bill	\$31,043.00
Liberty Mutual Insurance	\$1,009.00
Aplus.net Web Hosting Services	\$142.87
Neuman Law Firm	\$150.00
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Total Withdrawals	\$ 43,584.34

**Ending 2022 balance:** \$ 102,966.03 - \$ 43,584.34 = **\$ 59,381.69** as of December 31, 2022

Submitted by Lynn Taylor, Treasurer