

**Ridge Haven Property Owners Association Board Meeting
Minutes of April 27, 2024**

Item 1: Call the meeting to order.

The meeting was called to order by President Glenn Evers at 1:07 PM at the Cassels Lodge on the campus of Ridge Haven Camp and Conference Center..

The following officers were present: Glenn Evers - President, Lynn Taylor - Treasurer, Mel Standen - Secretary, Jim Bishop and Paul Pensiero.

Item 2: Confirm the quorum.

A quorum was established since all Board members were present.

Just as last year, 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 - Evelyn Bridges, Dorie Dickson, Tom Osterhaus, Arnie Kolozvari, Ginny Kolozvari, John Marshall, LeGrand Cooper, David Ravetto, and Paula Ravetto.

Additionally, the following members joined the meeting via Zoom conferencing - Israel Mueller, Robert Cheney, Jeff Gerdes, and an unidentified telephone caller with a Tampa, Florida telephone number.

Item 3: Approve the minutes from the 03/25/2023 Board meeting.

The Board members reviewed the minutes and a correction was seen to be necessary to correct an incorrect date for the 2023 ballot.

A motion was proposed and seconded to approve the minutes, subject said date being corrected, and was passed unanimously. The correction was posted online on April 30th.

Item 4: President's message.

This being the first Board meeting presided over by Glenn, he gave us a brief summary of his involvement in property management companies and state and local property associations and assured us that he would work with and for us with the best professional standards.

Item 5: 2023 Reports (as distributed with the meeting announcement).

- Lynn summarized the 2023 Treasurer's Report, remarking that there were three members who were past due paying their fees and dues, which are now subject to a late fee as of the end of March. this is typically because some people forget, so Lynn has been reminding them, but so far to no avail.
A motion to approve the financials was proposed and seconded, and passed unanimously.
- Jim summarized the Road Report. Various places in both subdivisions are in need of asphalt repair, partially due to the increased traffic from delivery trucks, and especially due to a large dump truck that goes along Panther Gap road frequently (see Item 11 below).

Other damage has been caused by water leak repairs, utility pole repairs, and the installation of the fiber optic cable in Laurel Ridge, and vehicles driving off the edges of the asphalt onto the verges, which breaks off the edges.

Damage caused by new construction traffic for a particular Lot is paid for out of a Bond deposit from the Lot owner, otherwise the annual Road Fee is used to pay for repairs. The edge support areas alongside all of our roadways need to be built up in a similar way to the roadwork that was recently done along Old Toxaway Road, and this will be a major expense.

Some of the repair work has been agreed to be done by [Trans Construction Inc.](#) but it has not started yet.

There are also some dead trees that overhang the roads that are considered to be dangerous because of the potential for falling limbs. Greg McCall (of M&M Grading) and Chris Galloway (resident) have been contacted about those.

Jim has prepared an information sheet to give to his successor in the Road committee about who the contractors are that do the various kinds of work for us, and has offered to help with the handover of the ongoing activities.

Glenn expressed our appreciation to Jim for his work as both a member, and then chairing the Road committee.

- Ginny summarized the Architectural Control Committee (ACC) report, covering the construction and color change improvements within the subdivisions.

Glenn expressed our appreciation to Ginny for her work as the long serving original chairperson of the ACC.

Item 6: Possible Replacement of Departing Board Member

With Jim Bishop leaving the Board, the options of whether to and how to find a replacement was discussed. While our ByLaws require a minimum of three and a maximum of five members, we agreed that it would be beneficial to find another person who is willing to serve, and preferable if that person was a full time resident.

Mel will send out a call for candidates to the POA membership, and if there should be more than one, a ballot will be sent out for voting.

Item 7: Re-election of Treasurer.

The two-year term of Lynn Taylor as Treasurer expires this year, and we need a Treasurer for the next two years. Lynn has agreed to continue to serve this position, and has the unanimous support of the Board to do so. A ballot will be sent to the POA membership to authorize this.

Post meeting addendum:

A ballot was sent by email Sat, May 18, with a cutoff at midnight Sunday May 26th

For a quorum we needed 40% of the 70 Lots that are in the POA, which is 28 votes.

The voting was 34 YES, and 1 NO, therefore Lynn Taylor is re-elected as Treasurer for the 2024 - 2026 term.

Item 8: POA Committees and Chairs.

With both Jim and Ginny leaving their respective committees and roles, we need to find other members to serve in those committees.

Mel will send out a call to the POA membership for volunteers willing to serve on the two committees as either chairperson or member.

Item 9: Status of Andrew Bryant Lot PR-27 Lien.

This topic has been ongoing for several years, due to the non-payment of POA fees for said Lot.

Since there has been no new information about this, Glenn will contact the Attorney for a status update from them and to introduce himself to them as the new POA President, and we will assess our options.

Item 10: Water Meter Issue from RH and Contact Issues.

Some of us received a notification from Ridge Haven C&CC about the installation of water meters on those properties that did not already have them. The pertinent text, which Lynn read out during the meeting, is as follows -

“As you know, over the last couple of years Ridge Haven has made major repairs to the water system on campus and in the subdivisions. We are hopeful these repairs to the infrastructure will be stable and not require such costly repairs in the future.

Please continue to alert us to any possible leaks and/or wet spots around the subdivisions. This year we have seen a sharp increase in water usage. This could be due to more visitors, but it also could be from some leaky faucets or worse, a running toilet. On average a running toilet uses over 6,000 gallons a month!

For the third year in a row, we will not increase the yearly fee for water. However, there will be one change, we are asking all residents who purchase water from us to install a water meter by the end of 2024, to continue your service. The meter will be used to track water usage and to help us check for leaks and “running toilets,” especially when people are away. If it is not possible for you to install a water meter by the end of this year, please let us know immediately.

If you have any questions, please give us a call.

Below is an estimate we compiled of the average cost of a full installation.

Water meter installation including labor for the meter, back flow preventer, shut off valve, access box, etc.- \$2,000.00

We have also included the names of a couple of individuals you may choose to contact about the meter and installation. You may choose any professional you desire; it is not required to use anyone we have listed.

- Aubrey Devore, A and D Maintenance – 828-884-9772
- Joe Owen, B & L Services - 828-553-7237

Please call the Ridge Haven office at the number below to inspect your water meter after installation. After it is confirmed the water meter is operational, Ridge Haven staff will turn your water back on.”

Glenn has started discussions with Cameron Anderson, the Executive Director at Ridge Haven C&CC about establishing better communication channels between them and their water system users, and how we might better approach the installation of an as yet unknown quantity of water

system components. While we want to support a leak-free water system, we are of the opinion that a coordinated approach to achieving it would be far better than to have each individual property owner pursue a more expensive individual action.

A complication to this is that there are three properties that are connected to the water system who are not members of the POA because their properties lie outside the subdivision boundaries, and we have no right to represent them. However, since we do the billing for all water system users, we will include them in our information flow.

Ridge Haven C&CC is not a regulated Water Utility Company, however it is a Public Water System (PWS), and the rules and regulations about the responsibility of the components of such a system are not well documented as far as we can so far ascertain

To aid in the identification of the extent of the work needed, Mel will send out an email to all water system users asking what their properties already have in terms of water meter, shut-off valve, and back flow preventer.

Item 11: Road Damage Caused By Large Trucks

As mentioned in the Road Report above (item 5), a large dump truck has been frequently observed going up and down Panther Gap Road, and it is believed that this is continuously causing damage to the road surface.

We do not know who this vehicle belongs to, where it is going to, or whether the owner is one of those properties that are paying road fees to us, but it is evidently someone whose property is not part of the subdivision, and who is not subject to the covenant restrictions, so even if we can identify who it is, there's not much we can do about it,

Post meeting note: All roads need to be accessible by fire trucks, so any kind of physical restriction would be out of the question.

Any additional information that anyone could provide would be appreciated.

Item 12: New Business: Speeding Issue.

In response to Glenn's March email request for concerns and feedback, several members expressed concern about the (far too high) speed of vehicles using our roads.

The roads are also pedestrian walkways, and are subject to a 12 MPH speed limit, which is specified as a deed restriction to all property owners within the POA, and which is posted at the entrances to the subdivisions.

While the Board of the POA has the power to levy fines (and ultimately property liens) on property owners for violating the rules of the Association, we have no such power or recourse against visitors, realtors, delivery drivers, or those using the roads to access their non-POA property.

There was a general consensus that 12 MPH is not a reasonable limit in those places where there is clear visibility and no pedestrians or animals, but whether a different number such as 15 would make any difference is doubtful.

Speed bumps/humps had been considered in the past, but these were thought to have the opposite effect on drivers who are going to speed anyway, and they are subject to being damaged by snow plowing.

Better signage might be a better option - such as -

“One lane road, two way traffic - Please Drive slowly and carefully”

“Please drive slowly - Pedestrians, Children and Animals sharing the road”

Other suggestions would be welcome.

Item 13: Set Date and Format for Annual Member Meeting.

In previous years, the Board meeting has been followed by a Member meeting, in which all members are invited to participate, and who may raise and discuss points of interest, and propose motions, and from which a Ballot is prepared and sent to all members for voting.

Last year, this annual member meeting was held via Zoom conference.

There were some differences of understanding about the degree of overlap this year about the Board meeting and the Member meeting, and whether or not a separate Member meeting was desirable or required, and how we might proceed using electronic capabilities.

At the very minimum, there needs to a Ballot sent for the Re-election of our Treasurer.

Glenn would review the ByLaws concerning Meetings, and we will decide how to proceed with the use of electronic means.

Post meeting resolution: We decided not to have an additional “member” meeting.

Members had been invited beforehand to share concerns and feedback during the meeting as part of a “New Business” agenda item, and while we did receive written concerns which were discussed during the Board meeting, no-one had requested to speak.

Also this year, the Board meeting was open to members participating via Zoom conferencing, which it had not been previously, so having an additional meeting seemed to be unnecessary, but we would like to reassure all members that we are open to input and concerns at any time.

The Voting Ballot will be sent together with the notification of these minutes being posted on the website.

Item 14: Adjourn Meeting.

The meeting was adjourned at 1:13 pm.

2023 Activity report from Architecture Committee.

2/17/23 from Jeff Gerdes - Lot 16R, Requesting a variance on the front setback for the placement of a house. This was approved due to the topography.

3/8/23 David and Paula Ravetto submitted plans for the building of a new home at 139 Panther Ridge Rd. These plans were approved on 3/9/23. This house was completed in November 2023.

4/9/23 Plans were submitted by Mike and Teri Jones for the building of a new home at 2409 Old Toxaway Rd. These plans were approved. This house building has begun, but it is not yet completed.

There have been requests from a few residents to change the color of their houses. The colors chosen were more fitting to the environment and an improvement to the beauty of our neighborhood, and were approved.

Submitted by Ginny Kolozvari January 15, 2024.

2023 Activity report from Road Committee.

DATE.	Account activity.	Expense
07/24/2023.	M & M Grading - Mowing shoulders and ditch banks.	\$680.00
12/08/2023.	M & M Grading - Mowing leaves and roadways.	\$510.00
TOTAL EXPENSES For 2023.		\$1,190.00

Recommendations for repairs for 2024 in Laurel Ridge

1. Oakbrook West Lot 27, Ridgehaven repaired water break, needs asphalt replaced, and Ridgehaven needs to pay for this work
2. Westview Road lot 34, Comporium fiber optics installers caused road damage.
3. All Road edges will need attention in the near future from delivery trucks and increased road use.
4. Small trees removed to improve vision on roadways.

Recommendation for repairs for 2024 in Panther Ridge

1. Panther gap Road near lot 31 and 34, replace asphalt, approximately 75 feet in an area that is 5' x 15' (This was caused by large dump trucks, carrying heavy loads up Panther Gap).
2. Tree removal, at entrance to Panther Gap entrance off of old Toxaway Road
3. Panther gap Road at green space area: asphalt repair that was caused by large dump truck, dead trees need to be removed in this area for safety.

Concerns

1. Panther gap Road, asphalt repair at lot 34 and 32.
2. All Road edges will need attention in the near future due to excessive wear.

Submitted by Jim Bishop January 20, 2024

Treasurer's Report for 2023

We began 2023 with a total balance of **\$75,882.76** in the three accounts we maintain at Self-Help Credit Union.

Individual Account assets were as follows as of January 1, 2023
\$ 59,381.69 Non-Profit Organization Checking Account #26
\$ 2,971.54 Road Maintenance and Construction Account #20
\$ 13,529.53 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	\$13,529.532 no withdrawals, no fees
Total Monthly Interest	\$ 389.55

Ending 2023 balance	\$13,919.08 as of December 31, 2023
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Account #20

This account has checks, it does not incur monthly fees, it does accrue 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	\$ 2,971.54 as of January 1, 2023
Total Monthly interest	\$ 12.37

Total	\$ 2,983.91
Total items paid out -	\$ 1,190.00

Balance	\$ 1,793.91
Transfer of road funds From account #26	\$20,800.00

\$22,593.91 ending balance as of December 31, 2023

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 is an overview of the year's activity. At any time the monthly statements can be viewed by the board members.

Beginning balance	\$ 59,381.69 as of December 31, 2023
	- \$ 120.00 Monthly Maintenance Fee
	\$ 59,261.69
	\$ 71.70 Total monthly interest 2023
Total POA Billing	
Deposits	\$ 60,023.00 for calendar year 2023
	\$119,356.39
Withdrawals	-\$ 1,425.00 Symington and Associates
	\$117,931.39
	-\$ 1,099.00 Liberty Mutual
	\$116,832.39
	-\$ 31,043.00 Water Bill Payment to Ridge Haven Inc.
	\$ 85,789.39
	-\$ 20,800.00 Internal transfer of Road Funds to Road Account
	\$ 64,989.39
	- \$ 552.58 Dunnuck Law Firm. Lien on Andrew Bryant Property
	\$ 64,436.81
	- \$ 37.80 Stamps
	\$ 64,399.01
	- \$ 142.87 Mel Standen/Reimbursement for Aplus.net Web Services
	\$ 64,256.14
	-\$ 15.99 Israel Mueller/Zoom Hosting
Total ending balance	\$ 64,240.15 as of December 31, 2023

Submitted by Lynn Taylor, Treasurer