

## Mill Creek Summer Homeowner's Association Board Meeting

February 20, 2014 10:00 am Mill Creek

Present: Bill Zeller, Amy Webster, Jude Tarant, Preston Dickinson, Russ Jarvis, Patti Petromelli, Susie Kirch

1. Approval of minutes from November 9, 2013. Preston moved, Russ Jarvis seconded, **passed**.
2. Approved Treasurer's Report, Susie Kirch moved and Russ Jarvis seconded, **passed**.
3. Old Business
  - a. ARC-
    - i. Single application for major repairs for this time period -the cabin 109 now owned by Tom & Pat Teman.
    - ii. Arc Board has a vacancy currently.
  - b. Road maintenance –Roads within the subdivision are private although we do pay taxes for road service. Preston will investigate further county involvement.
  - c. Fire Hazard & Water, we need to be proactive about limiting water usage.
    - i. We need to remind cabin owners of the water shortage due to the current local draught. We will put conservation information on the website. Bill Zeller will add this information to a letter to the homeowners.
    - ii. Piles of slash –forest service piles on boundaries that have been there as much as 7 years but haven't been burned. This will be a line of fuel. Need to contact Forest Service –Bill Zeller will start process.
  - d. Foreclosure Update- Gina Gingery has done a good job, both foreclosures are now terminated and all bills have been paid. New owners of Cabin 109 are Tom & Pat Teman. Property bill for Cabin 86 has been paid in full.
4. New Business
  - a. Proposal for Accounting services. Mill Creek is a homeowner's association not a non-profit organization so our accounting needs are slightly different. The proposal to be considered:
    - i. Dave Haven, EA (Russell & Co CPA)
    - ii. Cost of 1900.00 for start up and 1325.00 a year there after. This will include:
      1. Annual Dues –send out due notices, reports of status, delinquent notices & report. 375.00 (500.00 first year)
      2. Billing and Payments –record regular billing and payments, reconciled report 600.00 (450.00 start up)
      3. State Reports –file state reports included in cost
      4. Tax prep & filing -350.00 annually
  - b. Preston moved to proceed with this service as proposed, Russ Jarvis seconded, **passed**.
  - c. Calendar -annual calendar of activities for the MCSHA board and for future agendas was distributed.
  - d. Elections –
    - i. Four members up for another year Amy, Jude, Preston, Susie. They are asked to consider re-election.
    - ii. There may need to be some reconsideration of terms, quorum & number of members. We need to be thinking about this in the coming months, a change of the by-laws is necessary to change this and will take some time.
    - iii. Bill will communicate to members in a letter:
      1. Board vacancies and allow interested Cabin Owners to respond to our needs.
      2. A reminder of the date of Annual Meeting
      3. Fire Hazard information for 2014 –including expected reduced burning dates due to the drought.

4. Water conservation reminders and information.

5. Dumpster use information.

- e. Summer Work needs to be addressed earlier in the year than it has been. Verbal contracts for Roads, Common Areas, clean up or tree removal need to be initiated with preferred providers. It would be prudent to create a call list of primary vendors. The board would also like to see a discount for Cabin Owners and have the list of service providers on the website. We will gather this information and address it at the next meeting.
    - i. Common Areas -Bill Zeller
    - ii. Roads –Preston Dickinson
    - iii. Trees –Russ Jarvis
  - f. Budget Meeting -Next meeting we will go through a budget planning discussion. At the next meeting the Treasurer will develop an analysis of existing budget and breakdown of expected expenses for consideration.
  - g. Dumpster Service –because there is no snow, the dumpster has been left open. Collections were cancelled for one month, but then restarted. There were several issues with folks leaving garbage outside the dumpsters.
    - i. Overfull becomes a problem, lids not secured lets raccoons get in and scatter garbage.
    - ii. Second dumpster alleviated the overflow issue during the summer, we will add the second dumpster during the summer again this year,
    - iii. In contemplating dumpster service we need to have cabin owners aware of closing and locking lids, not leaving garbage outside the dumpster.
  - h. Defibrillators –Patti Petromelli did research to answer questions about battery operation in the snow. Heated cases with medical supplies are an additional \$1,000 each, but there are other concerns.
    - i. Heart safe community can be a starting point. For that designation certain requirements need to be met: defibrillators regular maintenance and testing, visible posting and locations, and proper community training.
    - ii. Lots of groundwork that needs to be done before defibrillators can be installed.
    - iii. She proposed CPR & stroke awareness classes for cabin owners with identification of trained individuals at the end of classes. We could even designate in the membership list those certified in these procedures.
    - iv. Susie Kirch moved to reimburse up to 500.00 for Patti Petromelli to be certified to be a CPR trainer so she can run classes this summer for cabin owners in Mill Creek, seconded by Russ Jarvis, **passed**.
  - i. Water Board will assess the new water lines at about 1,000.00 per cabin (estimate of \$100,000) and also need to add a pump to increase flow to upper Ash (pump, valves estimated cost about \$25,000). The proposal was to increase the water dues to 300.00 and decrease MSCHA to 100.00. MSCHA board will request a clearer proposal from the Water Company about this issue, more information and a more formal proposal before we will take action.
5. Meeting was adjourned at 11:45.
6. Next Meeting –March 22, 2014 10:00 Kirch cabin, Mill Creek.