

**Walnut Mountain POA
Meeting of the Board of Directors
Minutes of March 18, 2017**

Present: Barbara Halliburton, Terry Frazier, Sandra Hanna, Linda Dickerson, Allen Dennis, Marjory Walsh, Pat Dear, Don Nickle (Absent: Wynoka Chitty)

Property Owners Present: Bob Demeo, Howard Halliburton, Greg Gamble, Mike Hanna, Cathy Belair, John Belair

The meeting was called to order by President, Barbara Halliburton at 8:37a.m.

Barbara stated that she would like to first discuss an issue that was not on the agenda; she requested a vote as to the confidence or lack thereof by the general Board Members regarding the Executive Committee's Officers. It was decided that this topic would be postponed until the board conducted its next Executive Session and Property Owners were not present.

Barbara then asked if there were any property owners present that would like to make any comments or have any questions.

- Property Owner, Cathy Belair, asked to speak re: her concern about the safety on the mountain roads when she, as a nurse, leaves home very early and can not see the roads due to the heavy fog. She recalled a recent morning when she was totally unable to see the roads and/or the edge of the roads in her area. She was very afraid that she was going to mistakenly leave the road and drive her car into a gully or over the edge. Ms. Belair lives on Mountain Oak Road not far from where it leaves the Walnut Ridge section.**
- Linda Dickerson, Safety and Firewise Chair, suggested the mountain should purchase some reflective white paint and have it applied to dangerous roads. She believes the paint costs about \$75.00 for a five-gallon container.**
- Barbara asked if there were any corrections or additions to the Minutes from the previous board meeting, held on February 18th, 2017.**

1. Allen Dennis stated that Pat Dear was present at the meeting and that Marjory Walsh was absent.

Allen requested that the two different gate estimates not be rounded, but to reflect the exact amounts.

Allen also asked that the minutes be changed as to reflect that he is not a strong supporter of Nextdoor Neighbor of Walnut Mountain. He further said that he would like the minutes to say that Allen stated that he wishes the Board would accept Nextdoor as an information source, and a paragraph should be written to Property Owners to remind them that questions to the Board should go through the proper channels.

2. Sandra asked the minutes to be changed to state that the information was delivered to Welch and Walker to have the Income Taxes prepared.

3. Allen asked Barbara to clarify the section of the minutes describing the new Campground hours. Barbara explained that the Campground Hours are not new and are spelled out in the Rules and Regulations as being open in accordance with the Welcome Center Hours.

MOTION made by Barbara Halliburton to accept the February Minutes with corrections; seconded by Pat Dear; MOTION PASSED.

MOTION made by Barbara Halliburton to accept the Minutes from the Special Called Meeting on March 8th, seconded by Terry Frazier, MOTION PASSED.

- **Bob Demeo thanked all involved that handled the water leaks on Walnut Ridge.**

- **Bob Demeo also brought up needing a new Directory for the Community.**

- **Don Nickle brought up having a phone alert system. Terry explained that Connie is working on the phone system; however, she is having to**

enter each phone number individually which is time consuming. Connie should have the system going within a couple of weeks.

- **Linda Dickerson brought up a letter that had been written by Lynne Pitters that would be discussed at the next Executive Session.**

President's Report: Barbara Halliburton

- **Barbara discussed the new requirements re: our Category 1 Dams: the Dam Breakage Analysis and Inundation Mappings that must be conducted by a Professional Engineer(P.E.), the Emergency Action Plans (EAP's) to be written by Connie McVey, our Administrative and Property Services Mgr, and the required Dam Inspections: Biannually conducted by a P.E. and Quarterly Inspections conducted by Dale and Connie with the reports written by Connie.**
- **WMtn requested and received a proposal from Gregg Hudock with Golder & Associates to conduct the required studies by a P.E. at a cost of \$12,500 (unbudgeted but will be paid from our Lake McClure \$70,000 reserve.) FYI, we never received the two notices concerning the new requirement re: our Category 1 Dams: in October 2016 & in January 2017. The letters had been sent to a past President, and the Association never received either letters.**
- **Sandra and Connie & Barbara are planning to visit the GA Safe Dams Records Department, which is located at the GA Department of Natural Resources in Atlanta to review the files and get copies of documents re: WMtn's Dams that are needed for our files.**
- **Communications with Tom Woosley, the GA Safe Dams Program Mgr and Gregg Hudock re: these two issues have been frequent.**
- **Reported that Lake McClure is almost full; the Waterfall is returning; and that fish will be restocked in April and June.**
- **Requested a Proposal for a Seepage Analysis of Lake McClure's Dam from Trey Wingate of W.K. Dickson Eng'g; outcome will determine the need for a Toe Drain (that we hope to construct with our Maintenance Crew)**

Vice President's Report: Terry Frazier

- 1. The staff will be installing 200 new water meters this year, and 200 next year. At this point; we have installed 75 of those meters. We are replacing the oldest meters first.**
- 2. The Welcome Station has been remodeled, all except doors and windows.**
- 3. One of the water tanks has been drained to be cleaned, sandblasted, painted and sanitized.**
- 4. The water system will be mapped later this Spring or early summer.**
- 5. The new gates will be installed within two or three weeks. Howard Halliburton suggested getting a group of volunteers to help with the transition from old gates to new ones. He suggested handing out brochures at the actual job site. Sandra suggested putting an announcement in the Newsletter concerning the gates. Don stated that he has already placed an article in the newsletter.**
- 6. We have been replacing valve boxes. We are changing them over from wood to stainless steel.**
- 7. The signs for incoming traffic have been installed. Allen stated that there is sign on Laurel Ridge on the wrong side of the road.**
- 8. There are new ducks in the pond at the entrance.**
- 9. The camera at the pool has been removed.**
- 10. The new utility truck we purchased is being used daily. The old Ford F-350 has been sold for \$4500.**
- 11. We receive \$6,400 from the collection agency.**
- 12. There are new signs at the lakes with their Indian names on them: Lake Atagahi (Mary), Lake Yanu(Ann) and Lake Dakwa.**
- 13. The crew has repaired several potholes, including one on Laurel Ridge. Marjory, Allen and Pat stated that the pothole is already bad again, and that it needs to be repaired.**
- 14. The pool cover will be taken off the beginning of April to start cleaning it, and getting it ready for the Grand Opening, May 5th.**
- 15. The water treatment plant will be getting a new roof.**
- 16. The areas for paving are being considered. Greg Gamble asked how the decisions are being made for the roads being paved for this year. Sandra answered by saying that the decision this year was**

made by work orders and complaints that were received this year. she will be helping with the 5 Year Road and Water Committee. We are still receiving quotes for the roads.

17. Heather will be working in the office on Monday, Wednesday and Friday to help Connie out.

Treasurer's Report: Sandra Hanna

1. The Balance Sheet and P&L should always match.
2. Dale returned the leak detector to USA Bluebook. Sandra and Connie had already added the item to the depreciation schedule and capital assets. The new account on the balance sheet in Accounts Receivable that you see is where we took it out of the depreciation schedule and capital assets and are now awaiting the return of our money. We will be purchasing another leak detector once we receive the refund from USA Bluebook.
3. As of February 28th, we had \$682,098 in the bank, by March 15th, we had \$751,925 in the bank. As of February 28th, we had collected \$582,643 in 2017 assessments, and by March 15th, we had collected \$630,243 in 2017 assessments. Connie now makes remote deposits from her office through a machine to United Community Bank.
4. We have closed the Operating Account and the Debit Account at the Bank of Ozarks. We have gone from 8 accounts to 6. We still have our Builder's Bond and a Money Market Account at the Bank of Ozarks. We have a Money Market Account at BB&T. We have moved our Operating Account, Debit Account and we have a Money Market Account to United Community Bank. We have three Money Markets to maintain the highest coverage of insurance for our money.
5. On Accounts Receivable Account we have \$180,547 in uncollected assessments for 2017, and \$114,710 in delinquent assessments for 2016 and prior years. We have \$2,379 in pre-paid assessments for the upcoming year. We would like for the residents to set up a payment plan with us if they have problems paying on time.
6. We turned over \$236,091 to the collection agency in delinquent assessments, of this they have collected \$41,101, of which we get \$24,661; this is 65% to Walnut Mountain and 35% to CBA. Pat Dear pointed out that we have \$295,257 outstanding that has not gone to collections. The collection agency has asked us to please do not contact them, all correspondence needs to be between the collection agency and clients.

7. Sandra presented a copy of the Capital Budget to the Board. Sandra explained the Capital Budget and answered questions. Sandra wanted it noted in the minutes that she was running late for the Financial Meeting between herself and Connie. Connie had gone through the financials and marked the questionable things on the sheets; Connie had already marked and pointed out and resolved the issue. Sandra is proud that Connie is working more independently, and her analytical skills are improving towards the financials.

8. Sandra and Terry discussed the proactive measures that need to be taken on the water main at Walnut Ridge that runs to the ground storage tanks on top of the mountain. Terry stated that she has spoken to Dale about replacing that stretch of line with a 6" main instead of a 4" line. Sandra also brought up the fact that Gary McVey, has suggested that the line be a 6" line, and needs to be bedded properly with sand. Terry suggested moving the pipe over, further out of the road away from traffic, gas trucks, etc. Sandra suggested trying to run this new line in-house.

9. Sandra stated that she has a meeting with Nancy Maddox on March 29th.

COMMITTEE REPORTS

ACC Chair's Report: Allen Dennis

1. Allen discussed the formation of the Architectural Committee according to the By-Laws: the Board is the ACC. The Board can choose to designate the committee for the job, with the stipulation that the Chair must be a sitting member of the Board.

2. Allen then posed the question of Alice Frasher being the co-chair. The Board Members stated that Alice cannot be a co-chair since she is not a member of the Board. Barbara stated that the Board and the Community acknowledges Allie for all her hard work and her knowledge of the Committee's Guidelines and the Community's needs.

Howard stated that he has seen letters written by the ACC that are not signed by the Committee Chair or anyone else. Howard said that from an ethical stand point, any letter sent by the ACC should be signed by the Chairperson of the committee.

Pat stated that on occasion there are contentious decisions that must be made concerning a homeowner's property, and there does not need to be a person directly named on a letter.

Allen then stated that the request is signed by the two people that visit the project site, which could be John Cunningham, Alice Frasher, Allen Dennis or Ron Hollifield. Allen wants to have the letters signed by the Walnut Mountain Board of Directors, since it was the Walnut Mountain Property Owner's Association that set the rules for the ACC Committee to follow.

Allen's concern is that if his name is on the letters that he could have letters returned to his mailbox that should go directly to the Association.

Sandra stated that she understands what Allen is saying; however, she has always signed her name as Treasurer on her documents that she mails. Sandra also said that she also deals with sensitive subjects, such as collections.

Property Owner, Bob Demeo, stated that as a former ACC Committee Member and as a Property Owner, he would prefer having a contact name on the letter that he may receive from any committee. Bob also stated that the person in charge of a committee should put their name out there as the contact person for the committee; he said that we should be close enough as neighbors and friends to do so.

Barbara stated that she signs every letter that she writes on behalf of the WMPOA and the Board; she takes business calls personally, she writes emails and only hesitates to sign something put before her if she is unsure or uncomfortable with the content or the intent. Then, she asks questions.

Linda stated that asking Connie to sign letters she doesn't write, is putting her in the middle of situations that she should not be in. Barbara added that since Connie is not a Board Member, she should not sign the letters for any committee; however, when she writes a letter to a vendor, contractor, or other party on behalf of the WMPOA personally, she, too, should sign such as letters as should Dale working in his position.

Community Activities Coordinator's Report: Marjory Walsh

• **Marjory reported that the various Committee members involved in Walnut Mountain's activities are busy and adding value to the Community.**

+ **Beautifications--The members are working hard and have done a great job, putting out bulbs and taking care of the entrance flower beds.**

+**Events--The Pool Opening will begin with a Cinco De Mayo party (the 5th of May) which will be held at the pool on Friday, May 5th, at 5:00 pm, with appropriate foods and soft beverages. BYOB if you choose. The pool will be open on weekends in the month of May; times to be communicated. It will open for the summer beginning the weekend of Memorial Day, which is May 29th. Details to follow.**

Communications Chair's Report: Don Nickle

1. The Website now reflects the Campground open hours.

2. A small article concerning the new Gate Systems has been written for the Newsletter, emphasizing "No Tailgating!"

3. The Website would like to feature a picture of each of the Board Members along with the Members' Bio's.

+ **Allen Dennis stated that he would not have his picture posted on the website.**

+ **Don stated that if any Board Member doesn't want his or her picture posted on the website, then maybe no one's picture should be posted. Question to be revisited.**

Firewise and Safety Chair's Report: Linda Dickerson

Safety:

1. Linda asked that everyone pay attention to the Stop signs.

2. She reported future plan to stripe the roads on the sides.

Firewise:

- 1. Suggested that the fire pits be limited to certain months of the year.**
- 2. Reported that the FireWise Mitigation grant has been submitted, but has had no response from them yet.**
- 3. Ron Hollifield and Keith Hollingsworth have joined Linda's Committees and are helping Linda apply for various grants.**
- 4. Allen asked if the patrol cars for the Sheriff's Dept. can write citations for speeders. Linda stated that they cannot issue a speeding ticket; however, they can issue tickets for drunk driving and reckless driving.**

Governance Committee's Chair Report: Pat Dear

No Report.

MOTION made to adjourn the meeting at 10:50 am, MOTION PASSED.

Respectfully Submitted,

Barbara Halliburton

Barbara Halliburton, President WMPOA

Marjory Walsh

Marjory Walsh, Acting Secretary