

Pioneer Trails Homeowner Association- (PTHOA)
Board of Directors Meeting Minutes
Thursday June 11th, 2020 REVIEWED

MEETING CALLED TO ORDER VIA ZOOM CONFERENCING AT 3:00PM

(Fire Station closed due to Coronavirus separation guidelines)

PRESIDING OFFICER: Audrey Chamberlain

BOARD MEMBERS PRESENT:

Will Matheny, Andy Hamack, Steve Smith, and Audrey Chamberlain

MEMBERS PRESENT: No members present due to Covid-19 and “Stay at Home Mandate”.

PORT GARDNER PROPERTY MANAGEMENT (PGPM): Tom Gish

CONFIRMATION OF QUORUM: Quorum met – Four of Four Board members.

PRIOR MEETING MINUTES: Andy Hamack moved to accept prior Minutes Draft as written. Audrey Chamberlain seconded, and all approved. Tom shall revise the minutes to reflect DRAFT changed to FINAL

TREASURY REPORT:

Tom was notified by our Key Bank contact of the approaching CD maturity. He transferred the CD into a more favorable interest Money Market account.

With regard to the new Board, Key Bank requires all officers to re-sign new authorization form. Will Matheny will reserve a meeting with Key Bank.

Homeowner delinquent accounts amount to just over \$5,500 from 8 owners. Three have made payment arrangements to rectify their obligation. Letters of notification will be sent to the delinquent accounts.

Repair and maintenance financial for May shows \$8K overage. \$4,400 is supposed to be under item grounds landscaping. Balance of the overage belongs to the cost of the pump replacement on Trail Lake, belonging to our reserve line cost.

MANAGER REPORT: (Tom Gish, PGPM)

Architectural issues are yet to be resolved for 3 homes. Architectural Control Committee (ACC) chairperson is Audrey Chamberlain, with Steve Smith, Andy Hamack, Rob Hughes members.

August is the month Northwest Gardener is scheduled to trim down the Lake edges.

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OLD BUSINESS (unfinished work)

Decorative trees along 125th at Trail Lake died last year and have been removed. It was the consensus that the sprinkler system did not support their watering needs. One opinion expressed on multiple occasions was to not replace them. Audrey will consult with Ken Bemis to make a final report and recommendation for the next meeting.

Private road sealing is approaching due date to be refreshed. Nothing obvious to justify expenditure at this time. (revise our reserve date)

Trail seal-coating work is on hold until a solution is found for root management. A cost strategy for Volunteer labor Vs. Contractor product and repair, in the form of asphalt or special product, as at 120th Pl, has to be evaluated for cost effectiveness. (Steve Smith chairperson)

Asphalt trail edges in the north, Division 3 (trails 3A, 3B) are being broken by maintenance and tree service providers. This needs to be addressed. Much of the trail length there also has erosion problems, which aggravates the problem. (Steve Smith chairperson) Steve will map the damaged areas for repair prioritization.

NEW BUSINESS

1. Trails. (Steve Smith chairperson)

Maintenance of the asphalt walking trails includes repair or replacement of uprooted sections, plus seal coating when and where required.

2. Park Benches (Will Matheny chairperson)

Will Matheny has been chairing this Bench project under the committee "Bridge/Bench". Steve Smith will work with Will to assess benches and whether we should refurbish or replace.

3. Lake Shoreline

Will Matheny has been watching Pioneer Lake and Trail lake shorelines. Pioneer Lake, erosion on the N side and W end is beginning to restrict maintenance vehicle passage. Trail Lake shoreline erosion does not pose any immediate problem. Will and Steve will walk the lake trails to assess the situation and report to the Board. Further discussions will be needed to determine how to finance such repairs for the long term and what if any immediate action should be needed.

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4. Board Member Recruiting

The board as it stands is down to 4 with possibly 2 not returning to service next year. We acknowledge the need to reach out to our community for participation. Two ideas mentioned :

- (1) utilize mass communications to all members letter mailing solicitation,
- (2) promote service in our news letter.

Either or both may be an effective way to piqué interest in serving as a Board member.

Meeting dates scheduled for 2020

Aug 20th, Open PTHOA Members (pending CV-19 restrictions)
Nov 5th Budget Planning Meeting
Dec 3rd, Open PTHOA Members, Budget ratification meeting.

Meeting adjourned at 4:40pm

Respectfully submitted, Secretary for 2020,



William Matheny (July 14, 2020)

Reviewed by the Board of Directors:

REVIEWED

Audrey Chamberlain (July 14, 2020)