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**Board of Directors Meeting**

Tuesday January 18, 2022 – 6:30 PM

VIA ZOOM

**Meeting Minutes**

**From:** Chris Gober President

**Board/Committee Members Present**

Chris Gober, President

Mark Wagner, Vice-President

Shelly Faris, Director

Karl Schreiber, Director

Paul Duggan, Treasurer

Ellen Maxton, Secretary

**Property Owners Present**

John Beebe

Paul and Betsy Romere

John and Terry Beebe

Vickie Holms

Judy Railsback

Les and Linda Kole

**Meeting called to Order**

By Chris Gober, President, at 6:30 PM

**Additions/Deletions to Agenda:**

None

**Approval of September Meeting Minutes**:

* M. Wagner made a motion to approve the November 22, 2021, DVE Board of Directors Meeting Minutes, as amended, and K. Schreiber seconded. The motion carried.
* K. Schreiber made a motion to preliminary approve the 2021 Annual meeting minutes, as written, and M. Wagner seconded. The motion carried.

**Treasurer’s Report** – Paul Duggan

As of January 22, for FY 2021-2022:

The following excludes trash fees:

* Revenues - $64,4594.46
* Expenditures – $7,809.00 ($4,740.00 for snow plowing and $2069.00 for reserve fund)
* Ending Cash Balance (including carryover) - $56,907.39

The following are trash fees:

* Revenues - $7,608.00
* Expenditures - $2693.50 (3% increase as of Jan. 22.)
* Ending Cash Balance (including carryover) - $7,954.74

Total Ending Cash Balance - $64862.13

Reserve Fund remains the same:

* Reserve Fund Total – $30,582.15
* 1 CD in the amount of $12,300.00 for 15 months
* 1 CD in the amount of $12,300.00 for 27 months
* 1 CD in the amount of $5,982.15 for 42 months

The Special Assessment of $92,400 for Fiber Optic Internet Installation has been fully paid by all Property Owners.

**Committee Reports**/**Board Reports:**

**A.** **Architectural Review Committee** – Bill Swapp (as reported by Chris Gober)

* Lot #26 – Exterior completed. Waiting on Garage doors which are back ordered until March
* Lot #29 – no activity due to snow
* Lot #49 – no activity since last report.

**B. Welcome Committee** – Lori Swapp

* No reports at this time.

**C. Wildfire Adapted Partnership** – Les Kole

* Nothing to report

**D. Road Maintenance** – Chris Gober

* The Road Maintenance Committee met on December 8, 2021, at 6:30 to discuss
* Spring roadwork
* Coordination with the fiber project.
* See attached minutes
* The Road Maintenance Committee meet on January 12, 2022, to discuss the possibility of the fiber project beginning this winter.
	+ See attached minutes

**E. Snow Plowing** – Shelly Faris

* Shelly Faris, the snowplow contractor has come out several times to plow our roads, and to push back snow. He is doing a great job of making sure the roads are wide enough for continued snow fall. We have spent so far $4,470.00 on snow plowing.

**F. Workdays** - Chris Gober

* Nothing is schedule at this time, we will be scheduling a couple of workdays once the snow melts and we start getting green up to spray and cut the weeds along our roads.

**G. Annual Meeting -** Board Member

Nothing to report.

**H. Special Projects -** Board Member

None scheduled at this time.

**I. Gates/Fencing** – Karl Schreiber

* Nothing to report at this time.

**Old Business:**

**1. Fiber Project –** John Beebe

After the January 6th update, J. Beebe was contacted by the contractor to discuss starting the trenching and laying the conduit this winter. They discussed several concerns in regard to backfilling and compaction of the trench during the winter. After that meeting the Road Maintenance Committee met to discuss this possibility and determine what concerns the committee would have if the fiber project started this winter. (See attached minutes) The RMC unanimously supports the start of the fiber project as soon as possible. The RMC developed a list of 6 items that the committee would like the contractor to address prior to initiating the trenching which include the following:

* The biggest concern was the impact on the roads with a different mitigation process for compacting the trench. Our conclusion was that our expectation for mitigation remains the same as if the roads were dry. We expect the trench to be fully compacted and filled level with the existing surface prior to beginning of spring road work.
* The Committee was also concerned over the freeze/thawing conditions during winter work. Conditions have been great the last few weeks with snow covered and frozen conditions, but what happens during a thaw when the road surface and ditches are wet, covered in slush and/or muddy? There is also the probability of more snowy conditions where we would need to plow snow. We would expect that when these conditions exist, they would cause work to be delayed in order to protect the existing integrity of the roads, ditches, and berms.
* Concern was expressed about the depth of the trench in the road surface being affected by the potential depth of snow and ice on the surface. We are all good with a max depth of 16 inches but want to ensure that this is maintained as much as possible.
* The Committee evaluated the preferred order of potential winter work order and recommended the following order in consideration of both spring road work and winter road conditions:
	+ Upper Beaver Creek Drive
	+ Elk Valley Road
	+ Sawmill Circle
	+ Wieland Drive
* Lastly, while the Infrastructure Ownership and Exclusive Services Agreement dated May 17, 2021, with Futurum/Brainstorm specifically states in Article 9. MISCELLANEOUS, 9.3 Binding Effect. “Each of the provisions of this Agreement shall extend to, bind or inure to the benefit of, as the case may be, Association and Futurum, and their respective heirs, successors and assigns;” the Committee requested that DVEPOA seek a letter of intent from Vero Fiber Networks to honor the existing agreement in full. This would give assurances to our Owners that our project expectations have not changed

Sid from “Brainstorm” had a meeting with the State regrading the grant. The State has to approve the new owner Vero. J. Beebe had not heard the outcome of that meeting at the time of the Board Meeting. This is just another delay in getting the project started this winter, and Vero doesn’t want to start without the States approval. Sid has conveyed that the technical people from Vero have approved the plan for our fiber project.

P. Romere asked a question about marking all of the underground utilities with snow and ice on the ground and moving the snow. Beebe stated that this is the contractors concern and that they will have to call for the marking before the start trenching. P. Romere also asked about the paved areas and trenching down the middle of those. J. Beebe stated that the contractor would go around those paved areas.

K. Schreiber asked about using aggerate for the back fill of the trench. J. Beebe stated that the grindings will be used initially to back fill, the contractor may have to come back out this spring to fill in with aggerate where the trench settles. J. Beebe also stated that the integrity of our roads will be maintained, and the trench will be compacted level with our roads. The trade off for using the grindings is they will compact better and will offset the costs of bringing in new gravel.

There was further discussion about how the process would be completed during inclement weather, and that the contractor would not be in the subdivision trenching while we are trying to clear snow.

**2. Signage Throughout DVE** –Shelly Faris

* Discussion continued from our last meeting among the Board members regarding types and costs of signs that were researched by Karl and Shelly.
* The Board discussed larger, brighter signs, and what the costs were.
* We need to determine how many speed limit signs we currently have, and how many we would be replacing
	+ It was recommended that we start with 2 signs at the entrance to the subdivision and go from there.
	+ The Board is looking at going to a yellow sign instead of the white to bring attention to the signs.
	+ A final decision will be made at the February meeting on how to proceed.

**New Business**

**1. Vacant Board Position** – Chris Gober

* We have not received any statements of qualifications from property owners to fill the vacant position on the Board.
* The Board discussed the process going forward,
	+ We can continue to solicit interest or,
	+ Conduct business as usual with the vacant position which the Governing Documents allow.
* It was decided that we would continue with business as usual while we continue to solicit interest. We will send out another notice outlining this and will not have an expiration date, rather it will remain open until filled or until the Annual Meeting.

**2. Reimbursement of Special Assessment** – Chris Gober

* The Board received a formal request from a property owner requesting that his $1,100.00 be reimbursed since there is nothing happening with the fiber project.
	+ The Board discussed this request and ultimately denied it for the following reasons
		- The special assessment was approved a majority of the property owners, with no deadline stipulated on the ballot
		- The contract with Brainstorm now Vero is for two years
		- The grant timeframe is for two years as well
		- We are only one year into the contract
		- There have been several delays that our beyond our control.
	+ A letter from the Board will be sent to the property owner explaining the denial from the Board.

**3. Zoom Renewal**

Our annual subscription to Zoom for our meeting is set to expire this month. The Board discussed renewing the subscription for another year in the amount of $149.00. The Board feels at this time we will continue to use Zoom for meeting, with the hope of either having in person meetings or a hybrid of both in the future. K. Schreiber made a motion to approve the renewal of the Zoom subscription, S. Faris seconded the motion, the motion carried.

**Discussion - Open Form**

* The Keypad at the entrance gate is no longer working. C. Gober is in the process of trouble shooting and having a replacement sent under the warranty to repair. There is not a timeframe for the repair to be completed, it is dependent on when the new part arrives.
* There was discussion about the garage truck breaking down in front of the dumpsters, along with a propane truck getting stuck off Wieland Dr. There were several property owners trying to get around the garbage truck causing a traffic jam. The garbage truck’s fuel pump went out, so it wasn’t not able to move and needed to be towed. There were a couple of Board Members dealing with both trucks and coordinating where to park the garbage truck while the company was waiting for the appropriate sized tow truck.

Meeting was adjourned at 7:32 P.M.

**Next Meeting is scheduled for February 16, 2022 at 6:30 P.M. via Zoom.**