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**Board of Directors Meeting**

Monday, November 22, 2021 – 6:30 PM

VIA ZOOM

**Meeting Minutes**

**From:** Ellen Maxton, Secretary

**Board/Committee Members Present**

Chris Gober, President John Beebe, Fiber Project Manager

Mark Wagner, Vice-President

Shelly Faris, Director

Karl Schreiber, Director

Paul Duggan, Treasurer

Ellen Maxton, Secretary

**Property Owners Present**

Paul and Betsy Romere

**Meeting called to Order**

By Chris Gober, President, at 6:30 PM

**Additions/Deletions to Agenda:**

None

**Approval of September Meeting Minutes**:

* Mark Wagner made a motion to approve the October 13, 2021, DVE Board of Directors Strategic Planning Meeting Minutes, as amended, and Shelly Faris seconded. The motion carried.
* Mark Wagner made a motion to approve the October 20, 2021, DVE Board of Directors Monthly Meeting minutes, as amended, and Shelly Faris seconded. The motion carried.

**Treasurer’s Report** – Paul Duggan

As of November 2021, for FY 2021-2022:

The following excludes trash fees:

* Revenues - $62,537.30
* Expenditures – $3,341.73 (including $1,894.91 for the culvert repair, for which a $70 credit is expected for material return.)
* Ending Cash Balance (including carryover) - $61,655.80

The following are trash fees:

* Revenues - $7,260
* Expenditures - $1,336.72
* Ending Cash Balance (including carryover) - $8,963.52

Total Ending Cash Balance - $70,619.32

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 is near completion. Completion date has been extended to January 15, 2022.
* Lot #29 – Septic system installation has been approved. Still awaiting complete house plans for further approval.
* Lot #49 – Still awaiting complete house plans.

**B. Welcome Committee** – Lori Swapp

* No reports at this time.

**C. Wildfire Adapted Partnership** – Les Kole (as reported by Chris Gober)

* Les submitted a renewal application to FireWise and it was approved.
* DVE is still an approved FireWise community.

**D. Road Maintenance** – Chris Gober

* The Road Maintenance Committee will meet on December 8, 2021 at 6:30 to discuss
* Spring roadwork
* Coordination with the fiber project.

**E. Snow Plowing** – Shelly Faris

* Clark Roach, the former Director responsible for snow plowing, has resigned.
* Shelly Faris, previous backup to Clark, has agreed to take over the primary position.

**F. Workdays** - Chris Gober

* The work for the culvert on Wieland Dr. has been completed
* Karl Shreiber gave an update on the work
* Everything generally went smoothly, except for one mishap.
* Everyone worked together and each did his part.
* The end work was nicely done.
* When asked to elaborate on the mishap, Karl stated that there were so many vehicles and equipment in the area that it got tight and crowded. As a consequence, the skidsteer hit Clark Roach’s truck and caused some damage. Karl will take care of the matter.

**G. Annual Meeting -** Board Member

Nothing to report.

**H. Special Projects -** Board Member

None scheduled at this time.

**I. Gates/Fencing** – Karl Schreiber

* Karl has inspected about 2/3 of the fencing and will complete the rest upon his return from being out of town. Thus far, he has seen a 15 foot section that needs repair.
* The bridge is solid and looks good; there are no cracks or settling.
* From previous inspection reports, the prevailing concern is with the guardrails.
* The PVC conduit is not fastened very well and Karl recommends a workday to fasten it better.
* Karl will be meeting with Bud Short, bridge inspector, in March 2022.
* John Beebe pointed out that the chain on the gate is loose and needs to be tightened. Chris will take care of it.

**Old Business:**

**1. Fiber Project –** John Beebe

Unfortunately, there has been another delay in proceeding with the fiber project. When preparing to submit the order for materials, it was brought to attention by Brainstorm legal department that because of the major change to how the fiber optic cable would be placed (aerial vs. burial), the State needs to be informed and approval for this change must be granted. Brainstorm had a meeting with the State on Friday, November 19. The State stated that as long as there was no change of 20% or more in the various categories, the original proposal would stand. However, Brainstorm must send a revised budget plan to the State. Turnaround time for a response/approval would be approximately 3 weeks. The bottom line is that no work will be started until early spring.

**2. Seasonal Residents Trash Usage** – Mark Wagner/Shelly Faris

* Mark Wagner will meet with Shelly Faris and Paul Duggan in the near future.
* This business will be tabled until the December Board meeting.
* Karl Schreiber asked whether the trash collection contract is periodically reviewed for the best cost.
* Chris Gober responded that the contract was last reviewed about 2 or 3 years ago, and at that time Waste Management offered the best price.
* Paul Duggan stated that the contract with Waste Management runs through next year, at which time the contract and costs can be reviewed again.

**3. Social Media** – Shelly Faris

* Shelly asked for input or comments on sending out the instruction memo about limiting settings on the Nextdoor app that was discussed at the October Board meeting. Several Owners noted how helpful changing the settings has been, and recommended that Shelly send the memo out.
* Shelly also offered to help anyone personally if they would contact her directly.
* At the October Board meeting, Google Groups (GG) wad discussed and it was decided that it would be used on a trial basis among the Board members before a decision is made on its general use. Board members indicated they liked the use of GG so far.

**4. Signage Throughout DVE** – Karl Schreiber/Shelly Faris

* Discussion ensued among the Board members regarding types and costs of signs that were researched by Karl and Shelly.
* The consensus from Owners at the October Board meeting was that we do not need to increase the number of signs in DVE. Rather, consideration should be given to larger or more prominent signs that would garner more attention to replace the ones currently in place, or find alternative ways to reduce speed.
* Budget considerations have to be taken into account. Phasing in a few signs at a time, starting at the bottom of Beaver Cree Dr. and Weiland Dr. would make the most sense. Perhaps signage can be planned to be part of the budget in the future.
* Chris stated no decision will be made at this time, but the topic will continue to be discussed, with a decision to be made at the December or January Board meeting.

**New Business**

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

* Clark Roach has resigned as Board member effective October 2021. His term would have been completed in August 2022.
* A request for a statement of qualifications for anyone who would like to apply for the Board vacancy will be sent out to all owners on November 23, 2021. The statement will be due on December 22, 2021.

**2. Parcel Boxes** – Chris Gober

* Chris mentioned the notice from the mail carriers that stated any parcels not picked up from the parcel boxes will be taken out and returned to the post office after one day. Chris spoke to the Postmaster of the Bayfield Post Office, who said the mail carriers have to wait three days for a box to be picked up before returning it to the post office.
* Discussion ensued regarding adding more parcel boxes and mailboxes to what is currently there. Problems arise from adding new boxes:
* Cost – Additional boxes would cost $2,000 - $3,000, as they come in units. Boxes are not provided by the Post Office.
* Logistics – New boxes open from the front for mail carriers to distribute mail.
* Room – There is limited space for additional boxes.
* It was brought up that the neighborhood is growing and perhaps additional boxes should be budgeted for. A long term plan needs to be established.

**Discussion - Open Form**

* December Board meeting is usually not held due to the holiday season and travel. Board members were queried and agreed that there appeared to be no pressing business that would require a December Board meeting. A decision was made to play it by ear and make a final decision closer to the scheduled date of December 15.
* Paul Romere brought up the subject of replacing street sign posts that were originally installed in 1998 and are now showing their wear. He volunteered to replace the posts.
* He also mentioned replacing the plexiglass for the bulletin board by the dumpster, and Mark Wagner thought he would be able to provide it.
* Paul also noted there should be a better sign for dumpster rules, along the lines of street signs for speed the Board is considering. Mark recalled that Clark Roach had included such a sign in his research.

Meeting was adjourned at 7:32 P.M.