

Wintergreen Property Owners Association Inc.

Minutes August 10, 2018 – 9:30 am Community Offices Building

Members Present:

Ron Duddleston  
Joe Ely  
John Coy  
Jim Wright  
Larry Luessen  
John Claman

Telecommunicating

Mark Fischer

Not Present

Karen Asher  
Rod Kessler

WPOA Staff

Jay Roberts  
Theresa Harris

PO Observing

Bill Gatewood

1. The meeting was called to order at 9:32 am by John Coy, President, WPOA.
  - a. Review Agenda
  
2. Joe Ely moved to accept the minutes from the Board Meeting June 8, 2018.

Second: John Claman

Carried

3. Mr. Duddleston gave the Treasurer's Report.

Budgeted Revenues and Expenses in the Second quarter of 2018 are on track. Heavy rains have stretched the crews with culvert clean out earlier in the Summer and mowing, all still within budget. 2018 Annual Assessment collections are on track with 33 outstanding owners that will receive Affidavits/Warrant in Debts next week. Kudos to Ceason Morris in AR. The large culvert projects and the annual road asphalt treatment were completed in May and within budget. Annual Surface treatment is complete in Stoney Creek and the Mountain is underway this week all within budget.

I will be updating the Banking Resolution for our Note re-fi in September if needed and other banking needs.

Budget review of department requests with the Budget Committee/Executive Committee began in July with the Executive Committees' 2019 Budget Recommendation being presented next.

#### 2019 Budget Presentation

2% Increase in Annual Assessment Rate - Example +\$35.00 in the Improved Rate

Pays for - in summary:

2% COL for employees

Road Maintenance Increase

Additional Contributions to Fire & Rescue Operations

Ron Duddleston Moved to Approve Treasurers Report and 2019 Budget with a 2% Annual Assessment Increase as presented.

Second John Claman – Mark Fischer

Carried

4. Mr. Roberts gave an update of current and completed WPOA operations/projects.
  - Headwall portion of twin culverts project to be completed in the next 2-3 weeks. Waiting on contractor. Materials will be stored in Lot F allowing for minimal disruption during construction.
  - Annual surface treatment is complete is SC and MTN should be complete in the next 2 weeks. Road paint/stripping will be completed after surface treatment work is complete this includes cross walks. Reflector repairs also getting focus after paving work is complete.
  - RAIN, rain and more rain. Approximately 43 inches of rain so far this year with 48 inches the yearly average
  - Rain has increased our mowing workload dramatically and often has us behind schedule. We are throwing additional resources at mowing when available. Culvert and ditch clean outs ongoing.
  - Tuckahoe Clubhouse report is included in the packet – I view this facility the same as other WPOA facilities and suggest the BOD move in this direction.
  - ARB – Manager retiring at the end of August. Blue house on Cobble discussed. ARB may go to 4 days per week starting in Fall.

- WVRS is hosting an EMT class at Tuckahoe from August – December.
  
- WPD
  - Fully staffed. Both the Chief and Deputy Chief have had medical leaves. During their absences the staff stepped up to be certain all needs were met. There have been a couple new crimes in recent weeks, however nothing is out of the ordinary or worthy of note. A former EMT has joined the team as a dispatcher.
  - The Nelson County Sheriff has formally signed an MOU which allows for coordination between NCSO and WPD. The Augusta County Sheriff has a draft MOU for consideration.
  - Using proceeds from the sale of surplus equipment, new scopes have been acquired to improve the deer de-pop program. Officers have qualified with the equipment and are ready to resume hunting once the permit period reopens.
  - July 4<sup>th</sup> (3<sup>rd</sup>) came and went without incident.
  - Chief Russell prepared a very thorough budget request for review by the WPOA Executive Director, Treasurer and Executive Committee
  
- WFR
  - Four employees are out due to injuries. (Torn ACL, Meniscal Tear, Torn Rotator Cuff, Carpal Tunnel Repair). One of the four is due to a workplace injury. All outages are multi-week to multi-month. Additionally, one employee resigned to take a job with Shenandoah County Fire & EMS. This was our first resignation in 2018.
  - The Fire Department expects delivery of 2 new brush trucks in October. 80% of the costs were covered by the County. The 20% (75k) match will be covered through donated funds. The fund drive is on track to do slightly better this year as compared to last. Call volume is up year over year.
  - The Rescue Squad call volume is also up slightly. Worthy of note, some of our most serious and highest profile “off-property” incidents in recent months have included patients who were either property owners or immediate family of property owners.
  - We now have 6 EMT instructors on staff who are either fully credentialed by the Commonwealth or are in their apprenticeship phase. These gentlemen recently kicked off an EMT class at TCH which meets twice a week and will through January. There are 13 students. 3 students are from Wintergreen and the balance are from various volunteer agencies in Nelson County. Having an “in-county” EMT option is very important not only to Wintergreen but to the Nelson BOS as well. We simply couldn’t do this without TCH. Potentially this could become a new revenue stream for WRS. The NCRS station II which was transferred to WRS will be transferred to the County by the end of the month.

- Chief Curtis Sheets attends all Nelson and Augusta meetings to maintain operational rapport. He has also attended multiple meetings in Richmond with the highest-ranking officials from the VA Dept of Forestry, VA Dept of Fire Programs, VA Fire Marshalls Office, and VA Department of Homeland Security regarding the emergency access to the BRP. In cooperation with Robert Goad, Curtis has developed a draft contract with the NPS. The Commonwealth of VA is now directly lobbying on our behalf to get this approved. While still a long shot, this is the closest we have ever been.
- Sign and post painting underway – we are focused on all signs including resort signs, making signs plumb as well as new coats of gray stain.
- Guardrails – we are on the list, awaiting contractor to show up and install.
- WPOA continues to pursue legal remedy against an owner who has stopped paying a settlement negotiated in 2009 related to unauthorized tree cutting. Total value to Fire Rescue is approximately \$20K
- Attracting and retaining public safety and low wage hourly employees continues to be difficult.

## 5. Committee Reports

- a. Mr. Roberts gave the Carbon Credit Committee report. Discussions with Chandler continue. Jay will convey the boards frustration in the lack of progress.
  - b. Mr. Claman updated the board on The Nature Foundation's status: Golf Tournament early September. Strategic plan and goals for the organization are being worked on by the board.
  - c. Tuckahoe report was given by Jay on Karen's behalf.
1. Pavilion – The pavilion has been completed and has been used for some large events. Feedback has been very positive. A gas grill has been ordered for homeowner use.
  2. Classroom upgrades – The three classrooms and hall vacated by the school have been patched, painted, and a child bathroom removed from one to make it more useable. The rooms have been designated as A (main room), C (classroom on the left), D (classroom on the right). Dennis and Lester did a great job and turned these rooms around very quickly. Unfortunately, the tile floors and plain ceilings make these rooms excessively noisy with an echo. We will be carpeting the rooms to cut down on the noise. Carpeting has been ordered and is scheduled for installation on Thursday 8/9. \*\* Noise absorbing tile should be considered for the ceilings and accommodated in the 2019 budget.

The card/game groups who previously met in the main meeting room have all relocated to classroom "C". The rescue Squad is currently holding an EMT class 8/2 – 12/9 on Tuesdays and Thursdays in room "D". The school's old office is now a storage room for EMT class materials. Room "D" is also being shared with the Quilters who meet weekly all day on Tuesdays. Thanks to every group's cooperation, this has freed up the main room for more functions both during the day and evenings.

The calendar on our website has been updated to designate the various rooms and their usage.

3. Going forward, the Tuckahoe reserve fund/use fees will to be rolled into the general fund and this building should be treated as any other WPOA building. (At the end of 2018 funds will be transferred to the General Fund to pay towards the cost share on the new Pavilion)
  - d. Nominating Committee: Ron Duddleston reported so far there are 6 candidates running for 2 open - four-year positions. The deadline is today at the end of business to submit applications.
6. Mr. Coy called for the Resort Update. Mr. Fischer reported the rain continues to "dampen business". Staffing has been a challenge with only 2 of the requested 15 internationals being given visas. Terrace Café will be completed and open soon. The new members locker room is under construction/remodel. There will be 95-member events next year. Several accolades for Tennis in popular magazine polls. The new Tennis Bubble has been ordered.
7. Old Business:
  - a. Mr. Coy called the board in to Executive Session 10:25 am (Gatewood left) to discuss legal matters related to the Dominion/Atlantic Coast Pipeline mediation and ACP issues.

Executive Session Ended 11:12 AM

8. New Business
  - a. Undeveloped lot assessment deferment. Fire & Rescue request.  
The board will defer (accrue) collection up to two years of Annual Assessments and encourage the Fire and Rescue Departments to scrutinize the lots prior to accepting the donation. (Annual Assessment are not and will not be "forgiven").
  - e. Mr. Coy adjourned the meeting at 11:26 am.

The next scheduled meeting - Annual & Board Meeting 11/10/2018 Meeting Begins at 9:00 AM (Coffee 8:00AM)

Board Meeting Immediately after.

Special Meetings will be called as needed to discuss legal and other issues of the ACP.