

# Minutes of the Regularly Scheduled Meeting of the Firelight Meadows Board of Directors

Firelight Meadows  
February 21, 2017

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## **Call to Order**

Karen Roberts called the meeting to order at 6:10 p.m.

Directors in attendance were Karen Roberts (via WebEx), Curt Wilson, Kari Gras, Laura Gregory, Steve Cherne, Greg Hunt, Annette Stone (via WebEx), and Jeff Alger. Alanah Griffith, the Association's legal counsel, joined the meeting midway through for executive session. Scott Hammond, Mike Palmer, Dustin Long, and Katie Coleman of Hammond Property Management (HPM) were also in attendance.

Owners in attendance by phone were Bob and Diane Pailthorp (433), and Steven and Toya Miller (A-19). Gary Simonich (192) was the only owner in attendance in person.

## **Minutes of the December 12, 2016 Meeting**

No corrections were made to the January 10, 2017 minutes. The minutes were approved.

## **Schedule Next BOD Meeting**

The next BOD Meeting will take place on March 20th at 6:00 PM.

## **Property Management Report**

Palmer presented the property management report. He began by reporting that the snowpack was scraped up before the last slush event. The compactor security camera system has been installed and is up and running. Palmer also discussed a sewer line back up in a fourplex. HPM called Harvey's Plumbing to remove the blockage, and contacted Buffalo Restoration to mitigate damage to crawlspaces and unit interiors. Palmer reported that the condo lighting project is underway with Dustin, Steve, Curt and Annette. There was a minor crawlspace plumbing leak on a water main in another fourplex that was repaired. Palmer reported that the compactor cleanup with Gale Force appears to be going well. HPM has communicated to violators with unauthorized storage in the long term RV lot. Coleman reported that she had a conversation with Sgt. Kelly regarding fire lane enforcement with a vehicle in violation. Hammond noted that he has made a hire in the office that will start March 13<sup>th</sup>.

Hammond also reported that he was called by a Denver based EPA Compliance Officer about the septic system at Firelight Meadows. The complaint was smell and contents related, most probably made by a neighbor of the condominium. Hammond had a short conversation where he explained that there is a licensed sewer operator and shared the contact information in order to connect the two parties.

## **Snow Removal Report**

Gregory provided the snow removal report. She noted that the plowing is going well on campus. She did make a phone call to the office regarding ice at the condo entrances and that did not get mitigated. Coleman stated that she misunderstood the request and communicated with the road crew instead of the shovel crew and apologized for the mistake.

Palmer noted that there has been some shoveling of roof valleys and there has been only one reported leak.

## **Newsletter/Website Report**

Hunt stated that there was nothing to present on the newsletter and website at this time.

## **Legal Report**

Roberts discussed the legal report. She stated that her experience with Alanah has been positive and that she proves to be extremely knowledgeable. A discussion was held and it was determined that Alanah would review the Declaration and Bylaws as second legal opinion on the rewrite.

## **Communications from Owners**

Coleman presented the communications from owners. She highlighted the communication from the Pailthorp's in unit 433 regarding a neighbor burning a Christmas tree on their pack patio. This communication led to a conversation on open fires on campus. The Pailthorp's, attending by phone, reported that the burning has not stopped. Roberts stated that she would give verbiage to send to the unit owner regarding the issues.

Roberts also reported that there were several emails that came in asking about assessments. She prepared a response for Doug and Hammond to use in response to the assessment questions. Also, an inquiry on radon mitigation came in which led to an explanation about the HOA involvement in radon and crawlspace water issues. Roberts reported that the initial mitigation of radon and crawlspace water is the responsibility of the HOA. Once the original mitigation is completed, however, any future mitigation of radon and crawlspace water issues along with the maintenance of any equipment installed, will be the responsibility of the unit owner.

Lastly, Roberts reported that she had sent a letter to one of the unit owners who was significantly in arrears in his assessment payments stating that privileges, including the use of the parking permits, would be suspended unless payment was received. Upon receiving the letter, the owner paid his past due assessments and brought his account current.

## **Old Business**

### Current Cash Position

Wilson presented the current cash position. Roberts requested to review the projection to double check the process before determining how much cash was available for unbudgeted items.

### Security Company Update

Roberts stated that there has been no interest in parking rule enforcement position, and it is difficult to find anyone willing to drive the canyon for a few hours of work a month. Off Duty Officers wanted to work with the HOA but could not find anyone local to do the work. The towing companies in West Yellowstone and Big Sky do not want to conduct the towing. Roberts said that she would offer this position to the owners to see if anyone was interested.

## **Executive Session**

The meeting broke at 7:35p.m. for executive session.

The meeting was called back to order at 8:09 p.m.

### Security Company Update- continued

There was no objection to asking owners if someone is interested within the HOA to do the job. The group decided to put an ad in the Big Sky paper and to the membership in an attempt to fill the position.

### Replacement of Condo Hall Lights – Update

Stone reported that she and Cherne both brought in a few different lights that were installed with the HPM crew on Monday. Various board members gave feedback. The group determined that those interested would provide feedback to HPM via email by the end of the week in order to move forward.

Revised Firelight Contract with HPM

Roberts reported that she and Hammond revised all of the duties and have agreed on the revisions. Once complete, Robert will give a list of the duties of HPM to the board members.

**New Business**

Email Communication Between BOD

Roberts brought up Cherne's suggestion of writing a stern letter to the Sherriff regarding enforcement of fire lane parking. She stated that she did not feel that writing such a letter at this time was in the HOA's best interests. Roberts also mentioned an email topic brought up by Alger on constructing additional parking in front of the chalets. She reminded the board that the topic was raised during the special meeting held in May 2016 as well as at the annual meeting held in September. To date, there has not been enough owner support for such a project, and it is not an option that is on the table at this time.

Insurance

Roberts reported that the current Declaration is written in such a way that the HOA's insurance will most likely be required to pay for the sewer blockage claim. Based on discussions with the Nationwide representative, it appears that the HOA will be covering the cost of the removal of the sewer blockage as well as the cleanup and repair to all four units.

Appoint Board Member to Perform Semi-annual Walkthrough with HPM

Roberts reported that a semi-annual walkthrough with a board member and HPM came up in the contract rewrite. It was determined that spring and fall would be the best times to conduct the walkthroughs. It was agreed that this duty would fall under the President's portfolio.

Update on Declaration Rewrite

Roberts presented the draft of the Declaration rewrite. She explained that she has been working with Kristin and Alanah to make the verbiage clearer and to remove as many ambiguities as possible. She is looking for input from the board and regarding any sections that remain unclear. Roberts reviewed the revisions with the other board members, and requested that board members review the document again and email any concerns or issues to her.

**Adjournment**

The meeting adjourned at 9:38 PM.



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Annette Stone, Secretary

3.21.17

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Date