

## MINUTES

**Attending:** Sherman Phillips, President; Billy Dasher, Road Chairperson; Jack Lurie, Treasurer; Art Trufelli, Governance Chairperson; Susie Henderson, Secretary; Laurie Holmes, Communications Chairperson;

**Not able to attend:** Rich Castle, Vice President

The meeting began promptly at 7:02 p.m. by President Sherman Phillips. In an email, Rich Castle informed the board that Jack Lurie would be his proxy for this meeting. It was noted by multiple board members that a board member can not be represented by issuing a proxy to another board member in his/her absence due to Robert's Rules of Order that require the board member to be part of the deliberative discussion. Proxy not accepted.

### Signs - Susie Henderson

#### Entrance Sign (approved at 2018 annual meeting)

- The sign is in Chet and Myrna Mahon's garage. It has been uncrated, examined and found to be in excellent condition and re-crated.
- An installation location of our choosing has been okayed again below the green gate by Edna Shroka in Walnut Gap whose property it will be located on.
- Simple support frame design by Ross Henderson with 6 x 6 pressure treated posts, dowels and glue. Need approval for site, design and materials cost.
  - Materials which would cost about \$190 with tax including stain
  - Volunteers are needed to help with installing the sign

**MOTION:** Sherman Phillips made a motion to purchase materials and stain for up to \$200 to install the entrance sign. The motion was seconded by Art Trufelli and approved unanimously.

### Buckhead Road Sign

Board members were in favor of repurposing an existing sign to mark the entrance to Catspaw. Preferred wording would be "Entering Catspaw" if a new sign is made. If concerns are received about the sign, the board can purchase and install a new sign with that wording.

**MOTION:** Sherman Phillips made a motion to purchase a pressure treated post to repurpose a Cats Paw Road sign on Buckhead to establish the beginning of the subdivision by cutting off the word Road on the green metal sign and installing on 4 x 4 post with stain already purchased for the entrance sign. Motion seconded and approved by all present.

### Weed wacking around street signs

There is a need to keep the view of the 7 road signs clear from tall grass on a regular basis. Billy said that the roadways are mowed about once per year, sometimes two times. Susie Henderson will ask Fausto, an individual who does multiple lawns in Catspaw, for the cost to trim around the seven road sign posts once a month during the growing season. When weed wacking the sign near her house, Susie noted that a rectangular cut did not provide adequate viewing of the sign when approaching and a V cut area was needed to see the signs sooner.

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### Tree issues –

**Arborist Recommendation to Remove 12 Trees:** Sherman Phillips commented that we still need to address the tree issue in the right of way. The arborist came last fall and tagged 12 trees which will become a problem over the next 10 years, but was not concerned about the hemlock trees which have been of concern to some board members. The first quote to cut the 12 trees was for \$1,000 by Desten McCall and was not a priority for him at that price. He would like to haul the wood away to burn. Three individuals/companies agreed to do the work, but no one has done it to date at the price of \$1,000. It was agreed that Susie would contact Desten McCall. Laurie will contact Jessie. Jack offered to contact New Creations who said they would not do the work until they were not busy. Information about contractors will be shared using a board email chain. It was agreed that up to \$2,000 could be paid to get the work done. For \$2,000, they would be felled and perhaps limbed. A deadline of the end of August was established for the work to be completed.

**Tree Letter prepared by Carol Field:** Laurie Holmes will resend the letter prepared by Carol Field regarding dead trees in the right of way to all board members when she arrives in Catspaw. All board members are asked to review the letter and send their comments in an email to the entire board. It is thought that the letter should be sent to property owners, especially those who do not come to Catspaw often.

### Status of Road Plan – short, medium and long term plans

Discussion: Sherman suggested that we need to keep track of road work accomplished. In particular, we need to document the location of underground utilities and culverts on other maps. Sherman said that he is most concerned about the underground utilities that are on or in the ditch not the ones up on the banks. Culverts should be mapped and a labelling system devised with approximate age or condition noted.

The 5 yr plan would be to replace a few culverts at a time. This would show some effort to document.

Billy Dasher, Road Chairperson, did not think that the committee could adequately inspect the culverts to determine their condition. He said his long range plan is to take care of issues as they arise and do it cost effectively. Goal is to keep the roads in the best condition and as cost effectively as possible. He also said that we should move to using plastic culverts.

**Documentation:** Susie suggested that we create a Google Document that is linked to on the website to keep road work documentation so any property owner can see what work has been done.

Billy Dasher said that you can't anticipate the cost of repairing the roads after a large rain. He outlined how hard it is to keep track of culverts, road work with changing contractors and road committee members. Susie Henderson said that for those very reasons, changing personnel – committee members and contractors, and continuing work, it is important to keep track of road work and expenditures as institutional knowledge. Billy agreed that knowledge would be helpful. Susie will create the Google document.

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A long discussion ensued that using existing knowledge from Frontier would be helpful to establish where underground utilities are located. No one wanted to contact Frontier or could identify a local Frontier location to contact. It was decided that dialing 811 would be a good alternative. Jack Lurie said that the 811 private contractor is very busy and could not do additional work for us. Sherman Phillips wondered if anyone knew of a private contractor to help locate underground utilities. No one was identified. The association can make use of 811 and has in the past when digging to replace the culvert near the Henderson's house.

**Road Maintenance:** Susie Henderson was asked by Sherman Phillips to talk about water running down Chip's Lane and Buckhead roadbed. She described that due to snow removal equipment damaging Chip's Lane last winter, rain water is not going in the ditch, but running down the road and washing it out. Because of 2019 grading on Buckhead and not finishing the gravel, water is running down the road and washing out gravel added on Buckhead in previous years. She said that there is culvert on upper Chip's Lane that is rusted out and water is running underneath the culvert. Billy Dasher asked her which culvert it is. Susie said that is hard to say since there is no labelling system.

Billy Dasher listed his priority road maintenance issues as:

1. Cats Paw Road
  - at Walnut Gap Rd – needs work due to poor driving
  - below the Henderson's home needs some work
  - at Billy's driveway which he took care of with his tractor
  - at Art Trufelli's driveway
2. Rusty Ridge
  - erosion at the upper and lower ends
3. Chip's Lane
  - upper end
4. Clayson Road
  - top end is eroded and beat up by bad driving.

Billy Dasher expressed his satisfaction with the recent work done by Scott Farmer who used his motor grader which he believes is far superior to a tractor with a blade. Scott Farmer is not returning his calls. He would consider using DirtPlus again if he can't get Scott to do the work. Susie Henderson expressed concern about having DirtPlus do the work due to the damage that they did to the roads the last time they graded at Catspaw.

Susie Henderson inquired about mowing the Right of Way. No one has been contacted yet, but Billy Dasher agreed it was time to mow and find someone to do the work.

### **Nominations – Art Trufelli**

Art indicated that he currently has no nominations for the positions of President, Secretary and Road Chairperson. Sherman Phillips said that he will not run for President next year. When asked if she would run for Secretary again, Susie Henderson said she would think about it. Art Trufelli asked Susie Henderson if she will send out the next notification in a timely manner. She said, "yes".

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Sherman commented that Jack has combined lots. Jack did not know if there would be any impact on lowering taxes.

### **New Business**

Ross Henderson raised the issue of ingress and egress if a large lot is subdivided as our bylaws do not address the issue as to who is responsible for building the roads. Catspaw has some large lots of up to 44 acres that could be subdivided. Jack Lurie said that the county would be involved in subdividing any lots due to the steepness. Jack Lurie asked if Helen Geiger received board approval to subdivide her lot. Susie Henderson said she did not receive board approval. Susie Henderson said that the Jackson County Slope Ordinance will impact the size of a lot that can be formed from subdividing. Sherman Phillips suggested that we need verbiage to require that any new roads must be brought up to a standard in order for maintenance be accepted. Art Trufelli will review the bylaws and covenants on returning home regarding this issue for documentation by the association.

### **2018 Draft Annual Meeting Minutes Discussion – Susie Henderson**

Rich Castle questioned a motion made and passed that was documented in the draft 2018 annual meeting minutes expressing the board's writing and sending a letter regarding the Board's opposition to the nearby gun range. Jack Lurie corrected Rich's recollection as there was a motion which passed requiring the board to compose and send the letter. Susie Henderson said that the annual meeting minutes were written based on the meeting recording which can be made available to others.

### **Meeting planning – Susie Henderson**

- The meeting location has been "penciled in" for the Cashiers' Public Library from 9 a.m. to 2 p.m. **The board voted in favor of having the luncheon at the library** again due to good attendance, parking and how simple it was to have there.
- Website – the 2019 meeting section should be available
- Volunteers to manage – Susie will contact Myrna Mahon and Kathi Lurie about planning and managing the coffee time and luncheon
  - Coffee and treats before meeting
  - Luncheon

### **Website Updates**

Sherman stressed the need for the website to be up to date as it is the only means for many property owners to stay up to date on what is happening in Catspaw.

### **Gun Range Letter**

There was a motion passed at the 2018 annual meeting for the board to write a letter to express the board's objection to the firing range off of Pine Creek Road. Jack Lurie and Billy Dasher said that they recently heard about 30 minutes of firing on Saturday, July 29, 2019. Overall, the level of firing is reduced from last year. Sherman Phillips asked what applies to this property. Jack indicated that it the "Noise Ordinance" applies which is subjective. Anyone can call the Sherriff's office and report firing if it bothers you.

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**MOTION:** Jack Lurie made a motion to abandon writing a board letter and request that individuals who have concerns about the gun range express them individually. Laurie Holmes seconded the motion. Motion passed.

**Treasurer's Report:** Jack Lurie reported that the association has a little over \$54,000 in the bank and had spent \$11,854 on roads with a \$15,000 2019 budget. We will spend over the budget due to playing catchup from previous years and mowing and leaf blowing from ditches. Last year we only spent half of our budget. Sherman Phillips commented that the additional work is improving the roads considerably.

**MOTION:** A motion was made to adjourn at 7:27 p.m. by Billy Dasher. Seconded by Jack Lurie and approved by all.

Respectfully submitted,

Susie Henderson, Secretary