

SKY HARBOR POA
SKY HARBOR POA BOARD MEETING
November 6, 2021, 10:00 AM EST
Zoom Video Conference

In Attendance: Randy Lange, Chris Muster, Kelly Frontroth, Mark Brandenburg, Melissa Bingham, Billy Duncan, Michele Madewell, Scott Holder, Emil Gumieny, Veronica Lemperle, and Mitch Trawick.

The meeting was called to order and opened in prayer by Randy Lange, Chairman at 10:05 am.

Public Comments:

There were no public comments

Approval of Minutes:

Sky Harbor POA Board Meeting Minutes for Saturday, August 7, 2021 was emailed to all of the board members by Kelly Frontroth, Secretary, prior to the meeting.

Kelly Frontroth moved the minutes be approved as submitted. Motion was seconded by Chris Muster. With no additions or corrections to the minutes, the minutes were approved as submitted.

9 For, 0 Opposed, Veronica Lemperle and Mitch Trawick abstained as they were not on the board or present at that meeting.

Sky Harbor POA Board Meeting Minutes for Saturday, August 15, 2021 was emailed to all of the board members by Kelly Frontroth, Secretary, prior to the meeting.

Kelly Frontroth moved the minutes be approved as submitted. Motion was seconded by Chris Muster. With no additions or corrections to the minutes, the minutes were approved as submitted.

11 For, 0 Opposed, 0 abstained.

Quarterly Financial Statement was submitted by Mark Brandenburg, Treasurer. *See attached.*

Billy Duncan, seconded by Scott Holder, moved the Financial Report be approved as submitted.

11 For, 0 Opposed, 0 Abstained.

Approval of Treasures Report

Mark Brandenburg submitted the following information for the Treasurer's Report

- Total Collected this QTR => \$70,116.71
- \$45,000+ remains unpaid on Current Year Invoices to hit budget
- Less than 200 outstanding Current Year invoices still outstanding
- 83% of budgeted invoices paid
- Total Expenses this QTR => \$29,663.16 (includes all work done through October)

Kelly Frontroth moved the treasure's report be approved as submitted. Motion was seconded by Chris Muster.

11 For, 0 Opposed, 0 Abstained.

Financial Committee

Maintenance Contracts

Kamen Dick joined the meeting to discuss the Spring/Summer and Winter Maintenance Contracts. Photos and maps were shown of the work Kamen has completed for Sky Harbor. Kamen advised that some owners have plants that are growing out into the road. If the vegetation is growing into the road, where it will cause safety or property damage concerns, Kamen will let the board know so that a letter can be sent to the property owner. The board was very pleased with the work Kamen has performed and the positive response from the community.

Melissa Bingham, Road Committee Chairman, had divided Sky Harbor into 6 Zones to make the tracking and communication easier. These zones will be monitored and adjusted as needed. Kamen has requested Spring/Summer contract as he has passed his trial period. Financial Committee will provide contract.

When the discussion entered the winter contract, Kamen advised that he would prefer to be paid hourly by the POA without a retainer, but would like a contract as discussed in the prior meeting. The board decided that Melissa Bingham, Road Committee Chairman, Chris Muster, Winter Maintenance Board member, and Mark Brandenburg, Treasurer would work together to develop the conditions of the winter maintenance contract and bring back to the board for approval.

Accounting Contract

Treasurer, Mark Brandenburg, has taken on a more active accounting roll allowing Sky Harbor to change to an hourly rate with Millstone Weir Accounting Firm. Mark Brandenburg is now handling all dues questions and Title Questionnaires sent by closing companies for property sales.

Mark Brandenburg will make sure the Nonprofit Annual Report has been filed with the state of Tennessee and the Taxes have been filed.

Lodge Contract

Michele Madewell recused herself by ending her participation in the zoom call while the board discussed renewing the Lease Agreement with Auntie Bellham's.

Randy Lange advised that Auntie Bellham would like to extend the lease agreement for 2 more years. Monthly income will increase 67% with a possibility of up to a 7% bonus if rental exceed thresholds stated in the lease agreement. Auntie Bellham will still be responsible for minor repairs, maintenance, and utilities and Sky Harbor will be responsible for major repairs to the lodge. Meeting dates will be blocked off unless otherwise released by the board.

Scott Holder, seconded by Billy Duncan, moved the lease be renewed with Auntie Bellham. Motion Passed.

10 For, 0 Opposed, 0 Abstained.

Michele Madewell returned to the call after the motion was passed.

Communications Committee

Kelly Frontroth advised the Property Spreadsheet has been completed with the assistance of Veronica Lemperle. This spreadsheet consists of lot numbers, street address, designation of lot as improved/unimproved, and building restrictions. Kelly Frontroth will get this list out to all board members so that they may help the architectural committee keep an eye on new construction.

Winter Maintenance Communication

Information poster for cabin owners has been posted to both the website and social media.

Sky Harbor Data Base

Veronica Lemperle and Mark Brandenburg are still researching and evaluating a data base for Sky Harbor.

Architectural Committee

Mitch Trawick is responding to all Architectural Committee requests coming through the email. He believes there is more building going on than he is receiving. He asks that all board members keep an eye on any new construction when they are riding around Sky Harbor and help hem capture any new starts. Mitch Trawick is currently waiting on 2 site revisions. He is also waiting on information for 1903 Beach Front Road here a second structure is being built on the lot. Also, Lot 707 has new construction with no paperwork.

The Architectural Committee will try to work with Sevier County to see if there is a way to work with their 911 or permit department to have the POA sign off before the street address or building permit is issued.

Road/Safety Committee

Signs are still on back order

The neighborhood has been divided into zones for easier management in evaluation of road projects and contractor's work.

Melissa Bingham will be evaluating roads to see if any need to be repaired before winter sets in and causes further damage.

Policy Committee

Billy Duncan reported that any rules and regulations that are passed by the board, such as bear proof garbage cages for garbage cans, would have to grandfather in current property owners and move forward with new owners.

Community

Aesthetics

Michele Madewell reported that the mailbox area has been decorated for the holidays.

She has advised that the general consensus is to leave the map as is but there are a lot of people who get lost in Sky Harbor. Veronica Lemperle recommended owners purchase street signs for their house. She will look into signage that cabin owners can purchase themselves that would meet our CCR's.

Scott Holder presented an estimate from Five Star Lawn Care in the amount of \$2805. to plant trees around the fencing of the salt shed. This would allow a natural beerier for the salt shed. Veronica Lemperle, seconded by Chris Muster moved the estimate be accepted and trees planted around the salt shed. During discussion Billy Duncan was concerned about who would water the plants and what kind of warranty Sky Harbor would have if the plant died. The motion was amended by Veronica Lemperle and Chris Muster to include a contingency that approval would depend on an assurance that the plants would be watered and that there would be a warranty if the plants did not make it.

Motion passed contingent on the assurance of watering and warranty by the vendor.

11 For, 0 Opposed, 0 Abstained.

*Scott emailed that the vendor advised the nursery was closed for the season and the subject would need to be revisited in the spring.

Pump House & Grate

Scott Holder presented an estimate from Mountain Maintenance in the amount of \$5125. for repairs to the pumphouse. Emil Gumieny, seconded by Chris Muster that that amount be increased to \$8000 and include getting the inside of the pump house (sump pump) working as well. Motion passed.

11 For, 0 Opposed, 0 Abstained.

Salt Shed

Improvement has been made, but there are still items that need to be removed.

Melissa Bingham continues to work on this issue.

Infrastructure

EV Station – Response

At the annual meeting a property owner requested the board look into installing an EV station. Currently there are several stations in Gatlinburg and Pigeon Forge. The main responsibility of the board is overseeing Paving, Plowing, and Safety Issues. In addition, carrying out and enforcing the CCR's. Since this does not fall into one of these categories the board will not currently pursue this issue.

Well Test – Suppression System

Emil Gumieny advised he has looked into having the well tested for the fire suppression system. Due to the backlog, it will be spring before our well can be tested.

WIFI – Camera

Emil Gumieny has attempted all cell services for the camera at the salt shed. Currently none will work. Emil Gumieny will reach out to Spectrum and see if there is a way to hardwire the pumphouse for internet service.

Legal Committee

Letter to Orchard Owners

Scott Holder advised that the attorney has been very slow and there has been little communication. As Sky Harbor has not paid a retainer, Scott Holder feels we may need to consider if there are other options if he cannot get the attorney to respond.

Unfinished Business:

Sky Harbor Patrol

It appears the Sky Harbor Patrol Signs have been removed from Junior Webb's truck. As response has been received from letter, no further action will be needed at this time.

New Business:

Adjourn

Motion was made by Mark Brandenburg and seconded by Chris Muster to adjourn.
11 For, 0 Opposed, 0 Abstained.

Nov 19, 2021, 6:12 PM

Winter Maintenance Committee Report

Following is the proposed option by the winter maintenance committee:
Sky Harbor will contract with 2 contractors to cover the 35 road miles of Sky Harbor. Sky Harbor is split into 6 zones. Each contractor will be responsible for 3 zones and have shared duties of the main road. Assignment will be made by Melissa Bingham, Road Committee Chairman. When a winter event is imminent, Chris Muster and Melissa Bingham will coordinate to activate the winter maintenance plan. Chris will oversee contractor Kamen Dick and Melissa Bingham will oversee contractor Lance Horn. There will be no primary contractor. If one contractor cannot fulfil their contractual duties, the other contractor will serve as their backup and plow all zones until the issue is resolved. If for any reason the contractor cannot fulfil their duties during an event, they are to immediately contact the board member overseeing them. That board member will then relay the message to the other board member so they can coordinate full plowing with their contractor. If a contractor completes their zone, they may contact their designated board member to see if the other contractor is in need of assistance. Contractors should not enter the other contractor's zones without coordination from their designated board member. Both contractors will be paid the same wage for salting and plowing their designated zones.