

SKY HARBOR POA
SKY HARBOR POA BOARD MEETING
February 5, 2022, 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, and Veronica Lemperle.
Emil Gumieny and Mitch Trawick were excused due to illness

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

Public Comments:

Michael O'Brein, Beach Front Drive, owner in attendance addressed the board with concerns and suggestions. He was concerned that some areas needed to be salted a little better during the winter weather. Some of the reflective road signs are bent and need to be replaced. Solar lighting would also help, especially around curves. Trash dumping alongside the road is also an issue. He just wanted to express items that would make things safer for the guests in Sky Harbor.

Approval of Minutes:

Sky Harbor POA Board Meeting Minutes for Saturday, November 6, 2021 was emailed to all of the board members by Kelly Frontroth, Secretary, prior to the meeting.

Scott Holder moved the reading of the minutes be waived; Chris Muster seconded the motion. Veronica Lemperle moved the minutes be approved as submitted. Motion was seconded by Michelle Madewell. With no additions or corrections to the minutes, the minutes were approved as submitted.

9 For, 0 Opposed, 0 Abstained

Quarterly Financial Statement was submitted by Mark Brandenburg, Treasurer. *See attached. Scott Holder, seconded by Billy Duncan, moved the Financial Report be approved as submitted. 9 For, 0 Opposed, 0 Abstained.*

Financial Committee and Communications Committee

Database System

Members of the Financial Committee and Communication Committee met with an database developer this past quarter who created a database system for Sky Harbor that will allow current programs and spreadsheets being used to be combined into one Database. Links can be developed for committees so that they can obtain information pertinent to their committee. The database will also be used as a background to create a new website. The website will have a member login feature that will allow them see additional information not found on the current website, as well as access their individual Sky Harbor information. It can also be used as a communication tool with other owners. The new database would be funded by budgeted funds for website and non-dues income such as title transfer fees. There would be no charge for member logins.

Architectural Committee

Currently there is a lot of construction in Sky Harbor and the Architectural Committee is needing help report new construction so that it can be verified that proper paperwork has been submitted. Three individuals volunteered to work with the AC committee to help patrol for new construction. Scott Holder and Chris Muster will work together to see if there is a way DHEC or County Property Records can be flagged on the current unimproved property advising they are located in a Property Owners Association that has Conditions Covenants and Restrictions that apply for new construction and to hold permits or notify the association when any permit is issued.

Michelle advised that she spoke with Pigeon Forge and Gatlinburg Fire Department and we need to paint our fire hydrants caps with "hydrant black" paint that can be purchased from Blaylock's. According to the fire department, there are no working fire hydrants on record in Sky Harbor. The board will order paint for Kamen and when he and his crew are in Sky Harbor working maintenance, they can paint the fire hydrant and note its location.

Scott Advised that the pump House repairs are to begin in late February/early March depending on the weather.

Executive Session called to discuss financials concerning individual accounts. Scott Holder moved be go into executive session. Motion seconded by Melissa Bingham.

All association members that were on the call were thanked for their morning attendance and interest in the association.

Board entered executive session at 11:00 AM.

Board came out of executive session at 12:15 PM .

Salt Shed

Concerns over the salt shed were addressed. The major issues were the security of the premises, items on the premises not being used for the maintenance of Sky Harbor, the appearance of business being run from the salt shed and said individuals keeping equipment in the salt shed area and around the perimeter fence without authorization from the Sky Harbor Board of Directors. After much discussion, the board concluded the following:

The salt shed gate will be locked at all times that a Board Voted and Approved Individual or Sky Harbor Contractor/Contractor's Employee are not on the salt shed premises.

Equipment and items stored at the salt shed are to be used for Sky Harbor Property Owners Association.

All vehicles stored on the premises of the salt shed must be properly tagged and insured.

All vehicles and equipment must be properly maintained and in working condition.

This area is for storage purpose only. It is not to be used to buy, sell, or trade items for personal gains.

Only those authorized by the Sky Harbor Property Owners Board of Directors may store vehicles or items at the salt shed area. Any unauthorized vehicles will be towed at the owner's expense and

unauthorized items will be disposed of properly at property owner's expense. Authorization may not be given or transferred to another party without the written authorization of the Board of Directors.

A board member will review Rules and Regulations for the use of the salt shed with both Junior Webb and Kamen Dick.

New Business:

Invoice Presented for Services

An invoice was presented by Junior Webb in the amount of \$1877.50. He advised that on multiple days he was "called on by many homeowners to get the roads clean back in November, so he cleaned the roads". Being these were request that came from owners that contacted him directly-payment for said amounts were not accepted. This bill was presented earlier, but when reviewed only * \$792.00 was for work authorized by the chairman for preparation of winter maintenance and materials. It is important for membership to know that the POA will not pay for work requested by any homeowners and performed without prior board authorization. The POA hired Kamen Dick in September as contractor and any damages or maintenance concerns should have been reported to the board and passed onto Kamen.

It was restated and agreed that no contractor will be hired or contracted by Sky Harbor POA Board of Directors unless they have General Liability, Business Auto Insurance, and Worker's Compensation Insurance.

*This amount was verified by the treasurer after the meeting.

Winter Maintenance Clean Up

The first storm of 2022 left a lot of debris clean up in Sky Harbor. Scott Holder would like the board to consider one time impact fee of \$100 per improved lot and \$50 for unimproved lot to help with the cost of cleanup. It may well blow our budget and we don't want to use up paving budget for cleanup from winter storm. The board felt that we needed to get through February and assess costs of clean up before implementing any fees, have Scott Holder verify with attorney our options if needed. As we contract out winter maintenance and do not own equipment, it would be stressed that any fees that may be voted on would be justifiable and be for clean up only. This will be discussed at the May meeting.

Increase of Dues

Mark moved the board approving 4% dues increase for the 2022 dues. He is getting a lot of realtors and title companies requesting dues amounts. This would make the improved annual dues \$290.47 and the annual unimproved lot dues \$173.78. These amounts are not inclusive of the processing fees. Chris Muster seconded the request. 8 approved, 0 objected, 0 abstained.

With no further business, Kelly Frontroth, seconded by Chris Muster moved the meeting be adjourned. Motion Carried Unanimously

Meeting adjourned at 2:00PM