

**Buckskin Heights Road Association**  
**Meeting Agenda for Thursday, August 23, 2018, 2018**

Weber Residence, 13236 Otter Rd • 7pm

**ATTENDANCE**

Board Present: David Gaudio, Airn Hartwig, Allan Heese, Paul Hesson, Luke McOmie, Sue Weber

Board Absent: Darin Johnson, Kevin Stewart

Community Members: Linda Bilsing & Max McGowan

**CALL TO ORDER:** VP Airn Hartwig called the meeting to order at 7:05pm.

**AGENDA:** The agenda was approved as distributed.

- Election of New Officers
- Secretary's Report: Confirm approval of July 19, 2018 Board Meeting Minutes; and approve August 19, 2018 Annual Association Meeting Minutes
- Treasurer's Report
- Road Report
- Gate Report
- Fire Committee Report
- Other – Possible Survey of Residents
- Executive Session If Needed
- Adjournment

**ELECTION OF NEW OFFICERS**

President: David Gaudio

Vice President: Allan Heese

Secretary: Luke McOmie

Treasurer: Sue Weber

At Large: Darin Johnson, Paul Hesson

**SECRETARY'S REPORT**

1. Sue Weber made a motion to confirm approval of July 19, 2018 Board Meeting Minutes. It was seconded and approved.
2. Paul Hesson made a motion to approve the minutes of the annual meeting. It was seconded and approved.

**TREASURER'S REPORT:** David Gaudio reported that 3 properties are still delinquent; he expects one to be paid. Paul Hesson made a motion to approve the Treasurer's report as distributed at the annual meeting. It was then seconded and approved.

**ROAD REPORT**

3. Recent purchases have averaged \$335/load for materials and trucking. A 15-ton load gives us ~80-90 ft of coverage.

4. Late/Aug/Early Sept Work – The Board discussed the cost of material, delivery costs, placement of material as follows:
  - A. Church Asphalt Project
    - Church asphalt cost should be no more than \$100/hr for trucking, for an expected total of \$1,000 for materials/trucking
    - Expect \$1,500 for spreading and grading church materials
    - Placement of church materials – dump a couple hundred feet below Sprague’s (1st curve of lower Otter) and dump as far as we can take it, up past the water tank. Remediation of the muddy area is the goal.
    - Allan Heese is going to call Coulson to check the availability of the material and timing of the church job in the next few days.
    - Board should ask Jim Frick from Larimer County if it’s possible to make the material from the church better for our use (hot TAC, cold TAC, oils or other options).
  - B. Additional Late Aug/Early Sept Grading/Materials
    - \$1500 for grading plus \$4,080 for ~12 loads of BHRA-purchased material = ~\$5,500 total
    - Woodchuck residents have raised enough money for 6-7 more loads of asphalt. Plan had been to spread with a chain drag. However, Paul Hesson pointed out that if the folks on the road buy the material, the association has historically paid to spread it. The Board agreed to pay for the spread of the extra material paid for by residents of Woodchuck/Fox Ct. Luke McOmie will talk to friend Jim Barter about the potential of working on spreading the material and get a quote for the work as a fallback if Foster can’t do the work.
    - Linda Bilsing recommended that we set a “drop dead date” in mid-September to ensure that we can get the work done while the weather is still hot. We need to talk to Coulson and Foster about the dates/needs. Allan Heese will talk to the right people trying to schedule the work with Coulson and Foster at the same time.
    - We generally agreed with Airn Hartwig’s recommendation to task Foster with coordinating delivery of materials with the trucking companies we have selected after checking out the quality of materials.

5. Two additional gradings with no material drops will occur in October and Nov/Dec at \$1,500.

6. SUMMARY PLANNED FALL ROAD WORK

Aug/Sept Church grading	\$1,500
Aug/Sept Church materials/trucking	\$1,000
Aug/Sept BHRA grading	\$1,500
Aug/Sept BHRA 12 loads/trucking	\$4,080
Aug/Sept Woodchuck 6-7 loads/trucking	\$ - - - ?
Oct grading	\$1,500
<u>Nov/Dec grading</u>	<u>\$1,500</u>
	\$11,080

**GATE REPORT**

7. Bob Faris is having some logic boards repaired so that we have a spare when needed.

## **FIRE COMMITTEE REPORT**

8. Nothing new since last discussion at annual meeting.

## **OTHER NEW BUSINESS**

9. Possible New Survey of Residents – After discussion of pros and cons of repeating an updated version of the February 2017 survey, the Board agrees that it would be more fruitful to first develop a long-term plan for the road and then offer the plan up to the community for review and comment. Allan Heese made a motion to not do the survey, but develop a plan in lieu of survey. It was seconded and approved.
10. Development of Long-Range Plan for the Road – New plan needs to address use/placement of different road materials and maintain existing asphalt that has been laid. Sue Weber suggested that we start work earlier in the season, mid-June to mid-August so materials are not being spread in the fall. Also, she recommended that we review where crushed concrete has been laid and determine next year how well it has held.
11. Assistance to the Vice President – Allan Heese suggested that the VP should have assistance via committee versus having the VP be wholly responsible for implementing planned work on the road. VP would still be responsible for communicating with grader operators and other vendors – we need one voice there. Paul Hesson pointed out that the Bylaws state that the president is tasked with creating committees for BHRA. Allan would like to see a committee formed that can be available to assist with VP with board approved actions and needs. Board generally agreed that members of the committee be any BHRA member and assistance doesn't need to be a Board member. We want to make sure the people who are on the committee are interested enough and are available to assist when needed.
12. Roles and Responsibilities for All Board Members – The Board agreed that we would like to make sure that activities related to the board/road get documented for posterity. We already have job descriptions for the Secretary and Treasurer; we need similar information for the roles of President, Vice President and At Large positions. Paul Hesson recommended that the VP start a log book to track all activity that is maintained year-to-year; this will help answer the question “what was done, when, where, etc.” The Board also would like to start having a written update from the VP summarizing what has occurred since the last meeting to be included in the minutes. Allan Heese will draft a job description for the VP position as he gets to know it; Paul Hesson will work on a job description for the President's position.
13. Roadside Markers -- Several board members are going to check on supplies/cost to install metal markers every 0.1mile to help communicate and document work on the road. Linda Bilsing's brother can do graphic sign design and might be able to help.
14. Electronic Gate Signs – Sue Weber will update the sign “in case of damage” with Allan's and David's phone numbers.

**NEXT MEETING:** Likely October

**ADJOURNMENT:** The meeting was adjourned at 9:15pm.

Respectfully Submitted,  
Luke McOmie, Secretary  
Buckskin Heights Road Association