

**ASPEN HILLS OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING MINUTES  
April 22, 2013**

Notice of meeting: Letter and e-mail

Meeting held at: 763 West 11560 South, Draper, UT

Board members present: Danny Nelson, Troy Westover, Dave Johnson, Kent Player, Blake Llewellyn, Debbie McCoy, Cecil Harrison

Board members excused: Jay McCoy

Visitors: Raphael Polumbo, Charmay Hill

Minutes taken by: Judy Player, Secretary

**Kent Player – Conducting and welcome**

Meeting began at 6:35 p.m.

Welcome – conditions on the mountain. The snow is still fairly deep. North Fork is cleared to Juniper.

**Public comments** – Raphael Polumbo addressed the board. Raphael stated his experience on legal matters in his work as a corporate troubleshooter. He presented several concerns.

- 1) He stated that 5 years ago he brought a concern to the Board about the Worker's Compensation Law (WCL) that has never been addressed. He expressed concern that Aspen Hills needs to address the WCL for all of the contractors who have been hired for services within Aspen Hills Subdivision. He presented a copy of the Dept. of Labor 34A-2-103.
- 2) He has compiled a Data Base of Aspen Hills property information.
- 3) He stated that he has permission from Hilltop Ventures to clean the sides of the road.

Blake Llewellyn and Dave Johnson said they will contact the contractors who have done work within Aspen Hills and request copies of their General Liability Certificates. That they will maintain a file.

Judy Player and Charmay Hill explained that a data base has already been compiled for Aspen Hills and that the personal information is not made public and requests for updated information was made in the annual dues statements.

Kent commented to Raphael that all property owners within Aspen Hills Subdivision must obey the Protective Covenants. All members of the Board followed the Covenants of submitting a site plan before building upon their land and he is under the same obligation; that property owners cannot install a fence without a permit from the environmental committee – that the owners could be liable if someone is injured in the fence. That the Sanpete County dry subdivision ordinance states that residency should only be 180 days per year.

*Darren made a motion that Dave Johnson will get certificates of liability and proof of insurance from the contractors that have done work and/or will in the future work for Aspen Hills.*

*Seconded by Cecil Harrison*

*Voting was unanimous*

Kent will contact the attorney about our need to obtain General Liability Insurance.

**Minutes of the January 21, 2013 Board Meeting were reviewed**

*Motion to accept the minutes as written by Darren Falslev*

*Seconded by Debbie McCoy*

*Voting was Unanimous*

*Motion carries*

**Welcome to Charmay Hill, AHOA Bookkeeper.** Charmay has had a very big job entering the data into the new Quick Books system and that it is now working well. She has collected dues on 2/3 of the Aspen Hills Properties. She stated that she has only received about 20 returned/wrong address dues envelopes. That the current AHOA data base is working well.

**Budget** Kent reviewed the Wells Fargo Bank statement and passed the statement around for the Board Members to see. He stated that there was \$22,000 left in the savings account at the end of 2012 and that there is now \$58,000. There is a separate account for keys that is used to purchase new keys, process and mail them. A copy of the Wells Fargo Bank statement and the AHOA budget were reviewed by all board members.

*Motion to accept the budget and expenditures as discussed by Blake Llewellyn.  
Seconded by Debbie McCoy  
Voting Unanimous*

**Annual Meeting** – The Annual Meeting will be held Saturday, June 22<sup>nd</sup> at the Fairview Dance Hall. Cecil Harrison stated that he has decided not to run for reelection this year. Dave Johnson and Troy Westover will run for reelection at the annual meeting. Judy Player, Secretary to the Board reviewed the date, times, and place for the Annual Meeting on June 22. Assignments were made for various responsibilities.

Kent explained how the proxy votes are received and distributed for the voting counts at the annual meeting. The proxy votes are counted along with the regular votes.

**Annual Clean-up Day** – will be Saturday, July 29<sup>th</sup>. Weed spraying will done. More information will be posted later. A pot-luck lunch will be shared at Blake Llewellyn's lane by Pritchett Flat.

## **REPORTS**

**Website** – Debbie McCoy stated that she will change the photo on the homepage to summer. She will add information about the water status, annual meeting and the Clean-Up day on the web-site.

**Newsletter** -- Cecil Harrison would like all newsletter articles to be submitted so that the newsletter can be mailed by May 15<sup>th</sup>. The newsletter will contain the information about the Annual Meeting, the AHOA Board nomination form and proxy ballots.

**Environmental** – Troy Westover reported he had received 1 building permit request.

**Signs** – Darren Falslev reported that he is having Aspen Hills signs made that will be posted on the gates. He hopes to complete installation of the road intersection signs during the summer.

**Legal** – Kent stated that he is working with Neil Jorgensen to make an agreement about trailing and grazing his sheep through Aspen Hills. Dave Johnson received a counter-agreement from Mr. Jorgensen that was discussed. Another agreement will be given from AHOA to Mr. Jorgensen.

Kent, Dave Johnson, and Blake Llewellyn met with Lynn Stratford and Richard Downer from Hilltop Ventures on April 17<sup>th</sup>. An agreement for Hilltop Ventures to pay past dues is being negotiated. We offered a proposal and requested they reply quickly.

*Blake made a motion to give Hilltop Ventures until Friday to answer our proposal and/or then we will pursue other options.  
Seconded by Darren Falslev  
Voting was unanimous*

**Roads** – Dave Johnson discussed areas within Aspen Hills that he will work this year.

**Fire** – Danny Nelson reported that spraying thistles will be done this year. He has purchased the spray and encourages property owners to use it for their property.

**Keys & Water** – Blake Llewellyn continues to sell brass keys for the current gates. He informs buyers that new keys will be needed next year. He has ordered 400 keys for the 2014 new locks that will be offered for sale at the annual meeting.

Blake reported that the State Water Commission rejected our request to transfer our water shares to North Creek because all water rights are allocated. He is pursuing other avenues to procure water.

*Darren made a motion that Blake should proceed to pursue acquiring water rights.  
Seconded by Troy Westover  
Voting unanimous*

**Security** – Debbie McCoy gave Jay’s report. Jay will install more fencing and more cameras this year.

*Motion to adjourn by Blake Llewellyn  
Seconded by Cecil Harrison  
Voting: Unanimous*

Meeting adjourned at 10:12 p.m.

*Approved August 5, 2013*