

Aspen Cove HOA Board Meeting Minutes  
3/10/2017  
Mark Page Cabin lot 104

1	<b>Meeting Called to order</b>	Mark Page
2	<b>Welcome and Roll Call</b> —Mark Page, Rick & Bonnie Seastrand, Bob Conner, Jared Edwards, Daniel Allen, Curtis Steele, Doug Cloward.	Mark Page
3	<b>Approve minutes from previous board meeting held—</b> <ul style="list-style-type: none"> <li>• March 10, 2017</li> <li>• Minutes were approved by motion of the Board.</li> </ul>	Bonnie Seastrand
4	<b>Welcome to any guests in attendance--</b> <ul style="list-style-type: none"> <li>• Mike Erkkila was invited to attend and discuss the duties of the Aspen Cove Water Manager. James is currently performing some of these duties. We would like him to assume the additional items discussed.</li> </ul>	Mark Page
	<b>Erkkila's—</b> <ul style="list-style-type: none"> <li>• Job description will be prepared in writing.</li> <li>• Have James do all water testing: bacteria, nitrate and sulfate</li> <li>• Inspect the storage tank in spring and fall. Inspect the inside of the tank for rusting, sanitize tank with bleach, when necessary, check lid gasket, and lock. Exercise the outlet valve annually. The booster pumps should be inspected to determine that they are operating properly.</li> <li>• Exercise all fire hydrants (18) in the spring and report findings.</li> <li>• James is certified with the State to do water testing.</li> </ul>	Mark Page
5	<b>Snow Removal/Road Maintenance—</b> <ul style="list-style-type: none"> <li>• Existing contract for snow removal/road maintenance with Erkkila's is good until 2018</li> <li>• Snow Removal—where is it categorized? We will put it under roads.</li> <li>• Request for driveways to be cleared done on Facebook, this works great. Calling is okay, but face book is suggested.</li> <li>• Over budget \$1850 for snow removal for 3-10-2017.</li> </ul>	Mark Page
6	<b>Roads/Gates--</b> <ul style="list-style-type: none"> <li>• Impact fees for add-on's such as... garage, pavilion, etc. may be determined on size(SF) of structure and/or the distance traveled on association the roads. \$1000.00 is the maximum fee.</li> <li>• Dust Busters will be in Scofield on June 5, 6 and 7 depending on weather. There will be NO access at this time.</li> <li>• Has there ever been a discussion of solid surface roads? Paving? Insane to have muddy mess, ruts.</li> <li>• Miller paving, Dan will call and talk to them to possibly get quote.</li> </ul>	Dan Allen

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	<ul style="list-style-type: none"> <li>Get roads ready for dust control treatment. The bid for treatment is \$9,900.90. Additional money will be needed for the road preparation work, material and labor.</li> </ul>	
7	<b>Water—</b> <ul style="list-style-type: none"> <li>Change code on lock at pump house</li> <li>Check booster pumps monthly</li> </ul>	Mark Page
8	<b>Financial Report—</b> <ul style="list-style-type: none"> <li>Mark Page, Dan Allen and Curtis Steele signed signature cards for the Association bank account.</li> <li>13 lots have not yet paid dues.</li> <li>Trying to find editable form for the bank statements.</li> <li>E-mail reminder for payments and late fees, with charge of \$50.00 and an additional \$50.00 for each month it is late.</li> <li>Hold State Park Pass until payment is received. Possible put a lien on lot/cabin for payment if trying to sell.</li> <li>Have Dan Wagner perform an audit of our finances before June meeting 2017. His bid was \$500. He will work with Curtis Steele.</li> <li>Box of extra checks will be given to Mark Page from Curtis Steele. Curtis will keep deposit slips. Additional checks have been ordered and received.</li> </ul>	Curtis Steele
9	<b>CCR's—</b> <ul style="list-style-type: none"> <li>Snow is not mentioned in the CCR's</li> <li>Looking at section 6.4, 6.5 &amp; 6.6. Raising the dues amount or making a special assessment to collect money requires 60% of members pass, at the first meeting. If a quorum is not present at the first meeting a second meeting can be called according to the CC&amp;R's. We must follow the prescribed process. Those present at the second meeting constitute a quorum and their vote stands.</li> <li>At the annual meeting, all in attendance voted to accept a \$50.00 assessment to help increase our budget 2017. A special assessment for snow removal may also be required. With 5% increase in the annual assessment starting 2018 and continuing until funds are available to operate the association.</li> <li>Attach roads to CCR's, bylaws</li> </ul>	Mark Page
10	<b>Member Services—</b> <ul style="list-style-type: none"> <li>Bid needed for the repair of both fences and gate at the common area. Jared will get a copy of the bid to Mark.</li> <li>Take before and after pictures, post on face book, website.</li> </ul>	Jared Edwards
11	<b>Security—</b>	Bob Conner

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	<ul style="list-style-type: none"> <li>• Would like a camera to view in common area as soon as funds are available.</li> </ul>	
12	<b>Architectural Committee—</b> <ul style="list-style-type: none"> <li>• Architectural paperwork sent by mailed/emails.</li> </ul>	Rick Seastrand
13	<b>New Business/Member Concerns—</b> <ul style="list-style-type: none"> <li>• How do we keep the directory updated – Bonnie will take care of this.</li> <li>• Send address, phone number changes to Jared.</li> <li>• Dropbox access-how is it controlled. Bob will lead this</li> </ul>	Mark Page
14	<b>Work party—</b> <ul style="list-style-type: none"> <li>• Erkkila's suggested that we may want to install T-Posts to mark utilities in phase 6. The water, power, and telephone. Install these during June work day.</li> </ul>	
15	<b>Suggestions—</b> <ul style="list-style-type: none"> <li>• Use the BCC when sending mass e mails. (blind copy)</li> <li>• Everyone please check/review the minutes from the annual meeting and make any changes.</li> <li>• Everyone make a list of the top 5 most important items to fix/work on for our next board meeting.</li> <li>• Add Erkkila's to the newsletter/e mail list.</li> <li>• Post on face book the cost, before and after pictures to fix damage to common area and roads.</li> <li>• Maybe we should consider using an electronic card access system to know who comes in. This may assist us in finding those who vandalize our property.</li> </ul>	
16	<b>News—</b> <ul style="list-style-type: none"> <li>• Carbon County Commissioners have approved fire services in the Scofield area which includes Aspen Cove. The Scofield fire department will probably be the first responders. Call 911 and they will contact the appropriate fire departments to respond.</li> <li>• Doug will be meeting with DWR, Parks and Recreations on the quaga mussel problem. He will also talk to the Parks people about reducing our park pass annual fee for our road services that is on their property.</li> <li>• Doug also talked about the proposed Gorley Wash lower elevation reservoir. It is still being studied. It would fill a need for the local water users and make better use of the limited annual water resources. If constructed, it will be located upstream of the second 9 holes of the Carbon Country Club golf course.</li> </ul>	
17	<b>Assignments—</b>	

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	<ul style="list-style-type: none"><li>• Mark will send e mail to Erkkila's to follow up with the outlined duties for our water manager position.</li></ul>	
18	<b>Next Meeting—</b> <ul style="list-style-type: none"><li>• Friday, April 14, 2017 @ 6:30 1390 W. State Street, Pleasant Grove. Bob Conner's office.</li></ul>	
	<b>Meeting adjourned-- 9:10 PM</b>	

# Dustbusters

Corporate Office: PO Box 15 Evanston, WY 82931-0015

Idaho Office: 90 East 600 North Rupert, ID 83350

Phone: (208) 532-5253 Fax: (208) 532-3300

Cell: (208) 670-1397

Email: sharee@pmt.org

## Quote



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**To:** Dan Allen @ Aspen Cove HOA      **From:** Sharee Fassett

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**Fax:**      **Pages:** 1

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**Phone:** 435-448-6415      **Date:** 3/3/2017

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**Re:** DustGard Quote      **CC:**

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Your price for DustGard is as follows:

\$86.85 per ton delivered to Schofield, UT. This price includes product, freight & application and is based upon truckload quantities of approximately 37-38 ton. 3 truckloads is approximately 114 tons @ \$86.85 per ton = \$9,900.90. You will be billed the actual tons on each truckload.

This quote does not include any applicable sales tax and is valid through 12/31/17.

DustGard is guaranteed to have a concentration level of 30% MgCl<sub>2</sub>. The recommended application rate is ½ gallon per square yard. There is approximately 185 gallons per ton.

Thank you for the opportunity to provide this quote. If you have any questions, please call me at (208) 532-5253.

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Terms are net thirty from shipment date. Purchaser agrees to pay the seller for such product as and when delivered, in accordance with the price and payment terms stated. Standby time will be charged at \$100.00 per hour per trucks detained more than three hours.

Date \_\_\_\_\_

Accepted by: \_\_\_\_\_ Title \_\_\_\_\_