

**The Hills at Queens Gap  
POA Board Meeting - Minutes  
Saturday, August 23, 2014  
10:00 a.m.-12:30 p.m.  
Union Community Bank, Small Conference Room  
177 Hwy. 515E, Blairsville, GA 30512**

In Attendance:

- Wendell & Ann **Caver**, Lot 69
- Chuck **Jones**, Lots 106, 107
- Everett **Moore**, Lot 113
- Roy **Nash**, Lot 48
- Billy **Toups**, Lots 11, 12, 13
- Bill **Towhey**, Lots 15, 47
- Jim **Tromanhauser**, Lots 1, 23

Absent:

- Tracy **Sackellares**, Lots 109, 112 (Absent, Assigned her Proxy vote to Ann Caver)
- Frank Ellerbee, Lots 7, 8

Billy Toups welcomed Board members present. Board Member-at-Large Tracy Sackellares was absent. Tracy assigned her Proxy vote to Ann Caver. Meeting was opened with prayer.

Minutes were presented for approval from the January 18, 2014 Annual POA Meeting with the exception of New Board Member Jim Tromanhauser's email address from [jtroman@gmail.com](mailto:jtroman@gmail.com) to [jltroman@gmail.com](mailto:jltroman@gmail.com).

Motion was approved.

**Treasurer Report for 2014:**

**Cash on Hand and Expenditures to Date:**

Board Members received copies via email of Quick Book reports regarding Expenses by Vendor (copy attached), Profit & Loss from January 1 through August 20, 2014, including the Projected Budget through December 31, 2014 (copy attached).

Membership Dues collected 2014:	\$26,100*
Dues in arrears for 2013 & 2014:	1,300*

\*Lot 87, balance of \$100

\*Lots 4, 5, 6, balance of \$1200 (for 2013 and 2014, plus late fees, interest, filing fees).

Lien has been placed on these three lots.

United Community Bank Operating Account 8/20/2014	\$4,713.16
United Community Bank MM Account (Account opened pursuant to directions from 12/7/2013 Board Meeting for road repairs and maintenance)	15,006.48
30 Gate remotes were purchased. 29 remotes sold to Various owners for \$15 each.	435.00
Expenses by Vendor (See attached report for details) Largest expenditure for 2014 was road repairs. See vendor Crisp Asphalt Paving and Jason Lunsford.	25,520.59
<b>Budgeted Cash Balance at December 31, 2014:</b>	
Refer to Profit & Loss January 1 2014 (copy attached)	\$3,698.75
Liability Insurance*	(750.00)
	\$2,948.75
<b>Beginning 2015 Operating Account:</b>	<b>\$ 785.76</b>

\*Omitted from the Projected December 2014 Budget was liability insurance with an annual premium of \$750.

Discussion was opened regarding obtaining a QGPOA charge card. It is inconvenient when purchasing supplies such as printer ink, printing paper, office supplies, stamps, etc. Purchases are paid for in cash or charged to a personal charge card then the POA issues a reimbursement check to the purchaser, i.e. Ann Caver, Wendell Caver, Billy Toups, Bill Towhey. Motion was made and seconded to obtain a charge card for the POA through United Community Bank authorizing signage for two Board members with the stipulation of a \$1000 purchase cap.

**Old Business:**

Discussion regarding responsibility for cutting grass - grass cutting is an expensive line item for the POA. Where does the POA's responsibility stop and where does it start? POA's responsibility ends at the shoulders of the roads. With the long-arm cutting being the most expensive item, Gunter Krieger, vendor for grass cutting, suggested this cut every two years. Chuck Jones and Ann Caver asked, "But, how shabby will it look?" Chuck also pointed out animals, i.e., bobcats, snakes, deer, hid in the underbrush. Also, QG will lose in time the scenic overviews. Neighborhood will not look as attractive minus the long-arm cuts. Suggestion was made to ask for assessment dues to be raised at the Annual POA Meeting in January 2015 to help with the costs. Billy reminded the Board it will take a two-thirds majority vote for the assessments to be raised. Also, he pointed out the large number of lots for sale within the complex. However, the item will

be added to the agenda for the 2015 Annual Meeting. Billy requested Ann to remind him to add to the agenda.

## **New Business:**

### **Road Repairs**

#### **A. Discussion of concern for maintenance of Sundown Court and strategy for blacktopping it**

**Chuck Jones** called five road paving companies to get comparing bids. When hiring a business, consider: best quality for best price, how long has the business been operating, how long has business been operating at the same address and with the same telephone number, etc. With these considerations in mind, the list of five was narrowed to two companies: Crisp Asphalt Paving and Johnson. Both companies gave the exact same bid for the job. Crisp remarked to look where the most damage has occur, i.e. curves. Also, both Crisp and Johnson said the roads were in terrible shape. The original pavers did not finish the job or apply sealer to Phases I or II, and at this point to apply would be a waste of time and money. Johnson was the original paver hired by Waterfront for the last two sections (lots 100+). The original roads and gate are ten years old. The original blacktop was put down at the very minimum cost and left unfinished. The roads did not have a proper foundation from the beginning. Future owners were not considered in the making of the original roads in QG.

In order to handle future maintenance and repairs, the POA must set aside as much as possible each year. Also, blacktop is oil based and as oil prices rise, so will the maintenance/repair on the roads. As to when the roads will have to be completely repaved, anyone's guess. Bill Towhey pointed out, sooner POA takes care of the roads the better. Perhaps a one-time assessment could be charged. Again, it requires a two-thirds majority vote to pass.

There is a weight limit for construction trucks coming into QG. Owners/builders are responsible for damages caused to the roads. This is very specific in the Covenants.

Recent patch-work repair on Summer Cove and The Hills used up the surplus from the Operating Account for 2014 costing \$14,680.00.

Question: Will the county not take over the responsibility of the repair and maintenance to the roads? No, because of the quality—width of the roads and shoulder, drainage, steep grade, improper foundation. These are problems the POA inherited from Waterfront. Roads have a sub-standard beginning.

Of particular concern, are Sundown Court and Hawks View, which lead to two existing residences and an additional empty lot. Both roads are unpaved, have improper foundations, width inappropriate, missing a drainage pipe, shabby workmanship. Last year alone over \$3000 was spent on one road alone—15 percent of the budget.

Blacktop would be a solution. However, estimated cost \$16,000. Another option—owners pay a portion and the POA pays a portion, 75% property owners and 25% POA, for instance. Imperative to all affected owners on Board. Imperative the owners understand the budget limitation, and money spent on repairs to these two roads versus ratio of people using the roads.

Everett Moore suggested the POA hire an attorney to research all contracts from prior owners of the property to know the POA's responsible for road maintenance and repairs, especially those roads unpaved and servicing a limited number of people. Ann will look into the possibility of the fees charged by a local attorney to work on this project.

### **B. Consideration of request to install a cluster mail box at the subdivision entrance**

**Everett Moore** asked the Board to consider installing a cluster/community mail box system in QG. USPS will not deliver house-to-house mail into QG or any new development. They will, however, deliver to a cluster mail box system so long as the unit is located near the entrance gate.

The question becomes where would a unit be located? The POA does not own common ground in the subdivision. A possible location was suggested to the left after entering through the gates as the land rolls downward. However, this property is owned by Jim and Linda Tromanhauser, Lots 1 and 23, and locating it there would mean encroaching on to their property thereby creating a possible liability issue. The Tromanhausers also own the land where the Queens Gap entrance sign is located presenting the same potential liability problem.

Another possible location is the right-of-way located just outside the gates to the right. However, the road is steep making it hazardous especially during the winter months when this area ices over.

These units are manufactured by Florence Manufacturing Company and may be ordered through Home Depot, but Home Depot does not manufacture the units. The unit would consist of 16 boxes with a section for parcel posts and the option to add additional boxes to the unit. The cost is approximately \$1215, but this does not include the installation or the 3-foot concrete slab pad needed for a foundation, making the total cost of the unit approximately \$1500.

At this particular time, the POA does not have money in the budget to purchase a cluster mail box. Roy Nash suggested that the owners interested in getting mail to a cluster mailbox, pay for the box, i.e. annual rental fee of \$100 per box.

Everett Moore made a motion to install a cluster mail box. It was seconded by Roy Nash. Voting for were Everette Moore, Roy Nash and Jim Tromanhauser. Voting against the

Motion were Chuck Jones, Bill Towhey, Tracy Sackalleres (by Ann Caver), Ann Caver, and Billy Troups. Motion failed.

**C. Discussion of reducing the number of POA Board members commensurate with the next election**

**Billy Troups** asked the Board to consider reducing the number of Board members. Currently there are 9 Board members. There are three members of the Executive Committee, i.e. Billy Troups, President, Bill Towhey, Vice President, Ann Caver, Secretary/Treasurer. Members at Large are Chuck Jones, Frank Ellerbee, Roy Nash, Everett Moore, Tracy Sackellares, and Jim Tromanhauser. Billy Troups made a motion to reduce the Board by two. Chuck Jones seconded the Motion. Motion passed unanimously, except for Everett Moore, who abstained. In January 2015, Frank Ellerbee, Tracy Sackellares, and Roy Nash will rotate off and one Board member will be elected.

**D. Discussion of changing gate codes and policy of automatic opening**

**Billy Troups** suggested since more owners now reside in QG and construction is at a minimal level, the Board might consider having the gates closed during the day and the code should be changed to eliminate uninvited people. The keypad will hold up to 300 codes. A code could be given to service people, construction people, etc. and a separate code for owners. Gate codes need to be changed periodically for security reasons. Recently there has been several QG signs used as target practice.

It would be the owners' responsibility to inform their guests and/or service personnel of the gate code.

A Motion was made by Billy Troups and seconded by Bill Towhey to change the gate code. The Board passed the motion unanimously. Bill Towhey will be responsible for notifying the owners of the change in the gate code(s) and Ann Caver will assist Bill with this task. The first email notifications to the owners will begin in December 2014 with changes to occur January 1, 2015.

**E. Discussion of shooting in QG and installation of signs**

**Bill Towhey** suggested the POA purchase traffic and informational signs for the subdivision. Bill Towhey recently observed several signs within the complex had been shot up by unknown people. Chuck Jones looked into replacing the signs and adding road signs. The suggested signs: No Speeding, MPH Limit, and No Shooting. Cost per sign is \$25-\$50, however, a better sign which includes the post is approximately \$100. There are two street name signs down, i.e. Summer Cove and Rockwood Trail. These signs should be installed now. Purchase two stop signs-one for Summer Cove and Hills Lane. Because of the costs involved the other four signs can be delayed to 2015.

## F. Discussion of covenant violation requiring control of dogs

**Chuck Jones** stated that as of now the nuisance dogs have been put in their pens and are under control. If they are let out to become a nuisance again, he will draft a letter for the President of the POA to sign as a reminder and warning to their owners to keep the dog(s) under control. If the nuisance dog(s) continue to be a problem, a letter addressed to the county's animal control and signed by the homeowners should be sent establishing they are of a nuisance. When the county receives a complaint, they will charge the owners.

## G. Ideas for increasing website utilization

Our Website is up and running! [www.TheHillsAtQueensGap.com](http://www.TheHillsAtQueensGap.com) However, it has not been maintained. Wendell Caver has agreed to take on this responsibility. He will contact Taylor Duderstadt to be trained. The Website was created as an informational/informative tool for the Owners. Bill Towhey has several posting ideas, i.e. happenings in and around QG, posting of photos and lots for sale.



New construction, Lot 49, Guy and Judy McMillian will begin construction in September 2014. The McMillians submitted their plans to Bill Towhey and Bill stated the house is in compliance with the Covenant.

August 23, 2014 QG Board Meeting was adjourned at 12:30 p.m. Members were invited by Billy Toups to meet at Fatz for lunch.