

Pinewood Springs Road Board Meeting Approved Minutes
March 1, 2022
Held on Zoom

Board Members Present: John Lorang, Tom Tuer, Pat Dewey, Joan Paskewitz
Board Members Absent: None
Road Crew/RMI Present: John Bykerk
Residents Present: None.
Larimer County Representative Present: Katie Beilby

Call to order at 7 PM

Motion to accept the agenda made by Pat, seconded by Tom. Passed unanimously.

Minutes were presented on the screen. Motion by Tom to accept the minutes of the February 1 Board meeting, seconded by Pat. Passed unanimously.

Reports:

1. Treasurer: Tom presented his report and Katie clarified that the prior year reserve funds are now incorporated into the budget. The budget gives a year-end reserve of \$53K for 2022. Tom requested that invoices be sent to him only after Pat has approved them for payment. Pat and John B. agreed.
2. Chair: John L. welcomed Katie to the meeting; stated Joan will attend the Wildfire planning session for the Board; recommended we move the budget discussion each year up to August or September; and stated any change in the budget must go through Matt Johnson's office. Also see also Old Business.
3. Road Supervisor: Pat stated he and John B./ Marlin Godfrey will check all roads in the spring and prioritize work to be scheduled. Also see Old Business.
4. Road Crew/RMI: John B. said they are concerned with snow removal now, and will meet with Pat in spring regarding road maintenance. Double ditches continue to be a major challenge, especially on County-maintained roads. We have received permission from the County to deal with them. Potholes are also a perennial problem, and the two issues are related in causation.
5. Subcommittees.
 - a. Budget: Tom reported that his questions have been answered by the most recent budget accounting from the County.
 - b. Bylaws compliance: Joan reported that the bylaws require an annual September "owners'" meeting to be held immediately preceding the Board meeting to inform the owners of plans and budget, and to receive their input. At the following Board meeting, the budget is to be approved and then forwarded to the County for their approval. Since we rarely have residents attend our Board meetings, we need to schedule and announce the meeting well in advance. Further, we are required to keep and make available to the public and the County the minutes of our meetings.

Katie Beilby, Larimer County

Katie informed us that one of our major functions as a Board is to provide the County with feedback from our neighbors.

We need to have our budget to the County by the end of September at the latest.

The bylaws are written by the County attorneys and are due for revision. (Last revised in 2006.) The pending revision will seek to incorporate more flexibility to Boards and be more uniform among the PID/GID Boards.

Regarding the budget, she advised we be conservative because of unexpected expenses, do the work as needed, but keep bids firm and, if changes are needed in a purchase order, to do it before bills come in. If scope of work changes, we are able to adjust, but it

should be infrequent. Revisions need to go through project managers Matt Johnson or Clint Jones.

Old Business:

1. Snow removal contract update. John L. stated the snow contract will be provided to the Board by John B.
2. Sand barrel scoops. John B. will put scoops in sand barrels as needed. (Let John B. know which barrels lack them.)
3. Kiowa sign. Pat spoke with Matt Johnson regarding the downed sign; the County will replace it.
4. Seneca bridge update. Pat spoke with Matt about the option of putting road base between the new timbers on the bridge, and was told it would contribute to rotting of the timbers so will not be done.
5. New Board Member search. John L. will get an item in the Newsletter.

New Business:

1. Bylaws compliance action. John L. deferred the discussion to the April meeting.
2. Volunteer for Wildfire Preparedness Committee. Joan will attend.
3. Pedestrian safety. Joan gave input from a neighbor who is concerned about safety on the Seneca bridge where the concrete abutment on both sides of each end has a 8-10-foot drop onto rocks and no rail. Pat will speak with Matt. Tom expressed concern about perennially icy areas on roads and suggested RMI might apply sand to those areas. John B. expressed concern for the budget. Residents should call Pat who can inform John B. of which areas to sand. Tom also mentioned a leaning stop sign at Estes Park Estates Rd, and US36. Pat will inform the County.
4. Other. None.

Motion by Tom to adjourn, seconded by Pat. Passed unanimously.
Meeting adjourned at 8:22 PM.

Joan Paskewitz, acting secretary