

PFFPOA Board Meeting

September 25, 2025

via Zoom

Board Members present:

Patrick Kelly, President

Randy Paquette, Vice President

Wally Booth, Treasurer

Debra Grice, Secretary

Amy Kelly, Road Maintenance

Meeting was called to order at 6:03 p.m.

Minutes from the previous meeting were approved.

President's Report - Patrick Kelly

- **Board Nominations:** An email was sent to all property owners asking if anyone is interested in serving on the board and no responses were received. Wally Booth and Amy Kelly are willing to continue serving.

Treasurer's Report - Wally Booth (see below)

Roads Report - Amy Kelly

- Culvert at Taylor's Curve needs to be unclogged, which according to Chan won't take much to do so.
- Chan ordered a paint machine to paint white lines at the curves on Pisgah Forest Drive beginning at Falcon Road ending before Periwinkle. Debra asked if it would only be the white line on the side or the yellow line in the middle. Wally said he understood that Chan would do both.
- Debra stated there has been some negative feedback from residents on the appearance of the roadwork at the curve on Pisgah Forest Drive. Additionally, where downed trees were removed on Pisgah Forest Drive there are two places that are very unsightly: there is a large brush pile in the vacant lot and an area across from the Dupree's house that needs to be leveled and have gravel or grass added to prevent erosion and drainage problems. These should be done at the owners' expense. Patrick stated that the owner of the vacant lot has been notified that he needs to have the brush removed; there has been no payment or response from the owner. Patrick also mentioned that there is a nuisance clause in the covenants, so if there are official complaints, the HOA has recourse. He further stated that it is not a safety hazard.
- Wally mentioned that Chan had to get Little River Fire Department to unclog a culvert on Pisgah Forest Drive. Debra stated that she had previously cleaned out the culvert on Pumhouse Road twice; Wally emphasized that residents shouldn't have to do so. He added

that we need to communicate more clearly with Chan what our expectations are about cleaning out culverts since it is in his contract to do so as routine maintenance.

- Wally mentioned that there could be a resident who might be willing to assist on the Roads Committee in an effort to stay in closer touch with Chan. An email will be sent out to solicit interest.
- Periwinkle Road had repairs done in January where Chan worked on the pipe under the road. Water is now flowing onto the gravel section and washing the gravel off the road. Julie Irwin paid her handyman to have the gravel redirected, but there are now three or four spots where gravel is washing again and forming puddles that sit there for days. Chan proposed to put a speed bump to act as a diverter directing the water to the culvert. The estimated cost is \$500. Everyone approved having Wally tell Chan to go ahead with the work.
- Chan is asking the HOA to pay for new snow tires; he claims that the board had previously approved the request to split the cost several years ago. The board suggested that he rotate the tires which he did, which resulted in another 3.5 years' usage. Randy questioned the need to do so unless it is an established precedent with a written agreement. He also said that such an expense is his cost of doing business. Debra agreed with Randy. She further stated that since we bought the tractor for him, which he also uses for other work, and that the tires are wear and tear, we need to stop paying. Wally suggested that we tell Chan that any verbal agreement he may have had before the current board was in charge isn't necessarily in effect now. Patrick will check back over the minutes from previous years to see if there is any such documented agreement. Wally will talk with Chan after Patrick researches the issue. Randy suggested that if nothing is found, the board should tell Chan we don't have the budget for something like that.
- Patrick addressed Wally's question about elevation measurements on the backside of Pisgah Forest Drive. Patrick contacted the man who is extremely busy after Helene but will put us on the calendar as soon as he can.
- Wally is researching paving Pisgah Forest Drive up to the power lines, which is about 1.3 miles. There are three estimates, which are not in writing yet:
 - 1) Put a binder asphalt coat down then a topping of sand, which is like hard chip. This method is strongly recommended by paver. The price quoted is \$480,000.
 - 2) Chip and tar would cost \$240,000. The board has all agreed this isn't the best option.
 - 3) Use the same method as in Number 1 but only in 4 specific high risk areas. The price would be \$360,000, which would include the whole 1.3 miles with chip and tar along with the binder method in those 4 areas. The estimated cost of doing just the 4 areas would be about \$120,000, which is the only one we could afford. The paver quoted \$24,000 to do the 4 areas without the binder asphalt layer, and removing existing pavement and thereby disturbing the existing foundation, which he didn't recommend doing. Chan quoted \$18,000 to do areas 2, 3, 4 only and the same method.
 - Randy stated he didn't think we should go down the repair path but if we do, we shouldn't use Chan. Debra agreed. He also suggested that we find out the actual measurement of road for the 4 areas. Wally will have further conversations with the paver.

Old Business:

- **Dog Policy:** In light of a complaint regarding a dog, Patrick asked the board their feelings on the dog policy currently posted on the website and any board responsibility for settling these types of disputes. Randy stated that the person making the complaint should contact the neighbor and that the board could help initiate communication. The board agreed that the neighbors should settle the problem without board involvement, as the board has no control or authority. If the neighbors can't settle it, the county has the authority to take action and should be called in. Patrick suggested that the policy be removed from the website. Debra made the motion, Wally seconded the motion, and the board voted unanimously to remove the policy.
- **Secondary Evacuation Route:** Patrick will put directions to the route on the website, which uses part of Wally's property to access Cascade Lake Road. The board will get signage to direct residents to the route. Amy will purchase.
- **By-Law Review:** Wally is proposing changes to the by-laws to allow for an increase of emergency reserve funds each year to adjust for inflation. The old reserve amount of \$70,000 has been in place since December 31, 2016, and is deemed insufficient for the current economy. Wally will come up with a number for the reserve amount and the changes will be presented to residents for approval at the annual meeting.
- **Paving Gravel Roads:** The Board does not anticipate having the necessary funds to pave any gravel roads for the foreseeable future and voted unanimously to remove the policy from the website.

New Business:

- **Fire Ponds:** John Popiel notified Randy that he saw children fishing in the fire pond on his property and realized the potential danger this could cause. Debra agreed and added that it is an issue of liability. Randy suggested to the board that we should put warning signs (Fire Pond: No Fishing, No Swimming) at two fire ponds. Amy will purchase the signs.
- **Impact Fees:** Debra asked for clarification on whether impact fees are charged for work using heavy equipment outside of new home construction. Patrick clarified that fees are only charged for new home construction. No impact fees will be assessed for such things as home renovation, decks, retaining walls; however, plans should be submitted to the Architectural Committee. Debra and Randy wants the board to discuss increasing the fees at the next meeting. It will be placed on the agenda. Wally asked the board members to come to the next meeting with a proposed dollar amount to increase.
- **Beautification at the Front Gate:** Wally's son is willing to work on the area as he has done for several years at the cost of \$500 plus reimbursement for the cost of mulch.
- **Next Meeting Date** is scheduled for October 23.
- **Treasurer's Report**

As of: 10/20/25

Line

YE24
Balance \$229,618

		BUDGET	ACTUAL	VARIANCE
1	ADMINISTRATIVE EXPENSES			
2	Association Meetings	\$120	\$-	\$120
3	Annual Picnic	\$125	\$100	\$25
4	Attorney - Legal	\$3,500	\$-	\$3,500
5	Beautification	\$500	\$-	\$500
6	Insurance	\$1,025	\$1,118	\$(93)
7	State / Federal Tax	\$2,190	\$697	\$1,493
8	Office Supplies & Expenses	\$230	\$188	\$42
9	Web Site	\$-	\$21	\$(21)
10	Sub-Total	\$7,690	\$2,124	\$5,566

11	ROAD EXPENSES			
12	Gravel Road Maintenance	\$6,000	\$10,830	\$(4,830)
13	Paved Road Maintenance	\$45,000	\$27,102	\$17,898
14	Paved Road Resurfacing	\$-	\$-	\$-
15	Snow Removal	\$5,000	\$2,653	\$2,347
16	Tree Removal	\$500	\$-	\$500

		Sub-Total	\$56,500	\$40,585	\$15,915
17	MAINTENANCE MANAGER		\$28,200	\$21,150	\$7,050
18	Material Expenses		\$3,500	\$1,850	\$1,650
		Sub-Total	\$31,700	\$23,000	\$8,700
19	FIREWISE COMMITTEE		\$100	\$-	\$100
20	EMERGENCY / CONTINGENCY		\$3,000	\$4,130	\$(1,130)
21	ROAD RESERVE FUND/ Carryover		\$-		
22	TOTAL EXPENSES		\$98,990	\$69,839	\$29,151
23	ASSESSMENT INCOME		\$93,058	\$92,504	\$(554)
24	Approved spending from prior year		\$-	\$-	
25	Est emergency spending approved			\$-	

26	TOTAL SPENDABLE AMOUNT		\$93,058	\$92,504	
27	Amt available to spend			\$22,265	
28	INTEREST INCOME		\$6,096	\$6,452	\$356
29	IMPACT FEES		\$-	\$-	\$-
30	Prior Year CARRYOVER BALANCE		\$229,618		
31	TOTAL INCOME		\$99,154	\$98,956	\$(198)
32	TOTAL EXPENSES		\$98,990	\$69,839	\$29,151

33	PROJECTED YEAR-END BALANCE		\$229,782	\$258,735	\$28,954
					<u>Expires</u>
34	ACTUAL BALANCES	-		11,196.09	
		CHECKING			
		- SAVINGS		12,461.30	
		- CD Savings		74,575.16	02/12/26
		- CD Savings		76,688.23	01/12/26
		- CD Savings		62,263.63	12/12/25 & 1/12/26
		- DUKE		21,550.62	
		Total	\$-	258,735.03	

**Treasurer's
Report
Book
balance**

\$258,735.03

Actual
balances
surplus/(defi
cit)

\$0.00

0

0

0

0

0

0

0

0

0.00

Net

The meeting was adjourned at 7:49 p.m.