

WINTERGREEN PROPERTY OWNERS ASSOCIATION INC.  
BOARD OF DIRECTORS MEETING  
June 11, 2021 COB 10:00 AM

MINUTES

Members Present:

Larry Luessen-President  
Karen Asher-Vice President  
Tom Steele-Treasurer  
John Coy-Secretary  
Jim Wright  
Bill Gatewood  
Bill Martin  
Mark Fischer

WPOA Staff:

Jay Roberts- Executive Director  
Theresa Harris

**CALL TO ORDER** – 10:01 AM

President Luessen called the meeting to order.

**MINUTES:**

Approval of April 16, 2021 minutes

Motion to Approve – Larry Luessen  
Seconded – Tom Steele  
Carried

**TREASURERS REPORT** - Mr. Steele gave the Treasurer's report.

Year End. We expect to have audited financials before the next meeting. Budget line 2020 has been closed and our Accountant is working on our Financial Statements/Audit for items for this time of year are well with in normal range. Payment for sizeable expenses such as asphalt will begin next week, with the first check just under \$1M to be paid from the Reserve Funds (S&R/Asphalt Roads) Annual Assessment collections are ongoing and well within normal range of outstanding for this time of year. Approximately 60 outstanding owners, slated for court and liens.

- Accounts Receivable Assessments 5/31/2021 \$383,836.02
- Accounts Receivable Assessments 5/31/2020 \$478,613.71

We have seen some of our “worst” non-payment offenders sell in this booming market and have collected a few large sums in the past 6 months and are very happy to be able to release so many liens.

250 Disclosure re-sale packets have been issued to date. No slowdown in sales to date.

The mailbox project was completed with mostly reserve funds from the box proceeds, as stated by the BOD in 2014. We feel we can stop the specific mailbox reserve funding for the next few years.

We will be using our new bank, Atlantic Union, for a truck purchase and then or normal fleet rotation beginning this fall.

They need a new banking/operational resolution.

Resolved

Jack W. Roberts, Jr. (Jay), Executive Director and Theresa S. Harris, Director of Finance are authorized to sign loan and other binding documents such as lease agreements, discuss terms/interest rates, open bank accounts, withdraw funds of the Corporation by checks or drafts, in the name of the Corporation, Wintergreen Property Owners Association Inc. Dated: 6-11-2021

Motion Tom Steele, Treasurer

Seconded: Larry Luessen, President

Carried:

**EXECUTIVE DIRECTORS REPORT**- Mr. Roberts gave the Executive Directors report.

- WPOA is using **434-325-8500** for our PBX/switchboard. It appears to be working well.
- Wintergreen Drive traffic camera is in place awaiting internet. The camera will serve law enforcement, be visible on the WPOA website, and assist road maintenance by providing current weather and road conditions.
- WPOA backs all its admin systems (accounting, HR, Admin and WPD) up every night using a cloud-based system. WFR uses a google platform, also cloud based.
- I continue to serve on the Nelson County Chamber Board. It is important that Wintergreen participate in overall County activity. Nelson Chamber event coming up on June 19<sup>th</sup> – document and computer destruction – Nelson High School 11am-2pm
- Walking paths in SC and on the mountain are being evaluated and improvements are being made. Mountain paths improved in recent weeks include Black Rock Circle and Blue Ridge Drive. Valley paths include SC Park and High Crest to Cedar Glenn. Additional work will be completed over the next **several** weeks. We will begin surface treating some of the valley paths in the next 2-3 weeks.
- SC West Park improvements are ongoing. Owners are very complimentary of the work being done.
- Utilizing space in the Nature Foundation for community use discussions continue. Current status and further discussion will occur during old business.
- An additional ARB position is likely to come open soon, Board should begin thinking of a MTN candidate. Jud Mason (valley) was just approved.
- 246 properties have changed hands since January. There is a lag in receiving Deeds, the number is likely closer to 300. A little less than 500 properties changed hands in 2020.
- Disclosure related property inspections are keeping the staff very busy. We inspect every property sold before it transfers to the new owner. We continue to use this disclosure process to identify ARB violations and get these addressed.

**ARB REPORT as of 6/9/2021**

**New Construction (in various stages from preliminary review to almost completed)**

Mountain      12      Valley      13      Total: 25

### **Additions and Alterations**

Mountain        28        Valley            8        Total: 36

### **Maintenance (includes painting, reroofing, deck repairs, etc.)**

Mountain        26        Valley            10        Total: 36

### **Active projects of all types being monitored by ARB**

Mountain        66        Valley            31        Total: 97  
(Total of 66 in June of 2020)

### **Update from Mitchell Barker-Deputy Director Infrastructure:**

- Asphalt work is complete – Wintergreen Drive, Blue Ridge Drive, Laurel Springs and the post office area. We also did an overlay of Fortunes Ridge.
- Shoulder stone is mostly complete, Blue Ridge Drive remaining.
- 3 big culvert projects starting next week. These are slip line jobs under Wintergreen Drive – minimal traffic interruptions.
- Surface treatment is scheduled to begin at the end of June. We plan to start on the mountain and finish in the valley.
- Walking trail improvements complete on Black Rock Circle, Blue Ridge Drive and Bear Run. Currently working on the connecting trail between High Crest and Cedar Glen.
- Culvert at the intersection of Indian Point and Hickory Springs is on our list for replacement. Could start in the next week or two.
- Tree maintenance along roadways is ongoing. Bobby Solar and Taylor Tree Service doing most of this work.
- Line painting is taking longer than expected due to weather. 2 crews are scheduled for Monday. Fingers Crossed...

### **Update from Fire & Rescue Chief Curtis Sheets-Deputy Director:**

- Our overwhelming distraction was the vaccine clinic. Happily, that's behind us. We vaccinated over 1,000 patients at the Tuckahoe Clinic. All but 100 received either Moderna or Pfizer, which meant we had to see them twice.
- A. Arbaugh, D. Dillard, J. Ware, R. McHaffa, and N. Bontz have all been hired since January 1. This many new-hires represents over 300 hours of onboarding, or roughly \$7,500 in expense.
- We have three full-time openings remaining. We have been actively advertising to fill these positions for approximately 2 months.
- An advantage of having been in my position for 21 years is that I've seen a lot of things before. I have seen extreme shortages in the supply of Paramedics. I won't go so far as to say the situation is currently worse than it has ever been. I will say it is as bad as it has ever been. We're currently focusing a lot of time on figuring out exactly what tweaks we need to make to maintain a competitive stance. We have comp surveys out to 10 municipalities and 5 private companies with whom we compete.
- The staff have spent hundreds of hours training on ventilators. This is a new tool for us. The vents are now in service for use in Bi-pap scenarios, however, aren't in service yet for use as fully invasive ventilators. We need another few months to get this accomplished.
- Work continues to replace our 1996 fire engine. Our committee has visited a few neighboring departments and has solicited proposals from 4 vendors. We hope to be under contract by the end of the year. As a

reminder, we have only two fire engines. Engine 61 is a 2003 model and Engine 62 is a 1996 model. We keep one in each station. Complimenting the engine on the mountain is a 2008 model ladder truck and complimenting the engine in the valley is a 2015 tanker.

- We are planning a "Public Safety Town Hall" on July 4th. This will take place at 3PM on the deck of the Lookout building. The goal is to spend one hour answering questions which are related to public safety only. If we receive any general WPOA questions they will be deferred to a later time. With so many new owners we're finding a lot of people don't understand the essential elements of our system. We hope this meeting (which will be recorded and posted) will create a meaningful FAQ resource.
- Our volunteer count is currently too low. We could use an additional 10 EMS volunteers and at least that many fire volunteers. Expect to see a concerted effort to recruit over the coming months.
- Lastly, our call volume remains high. Some years we don't have any "working structure" fires on property. Year-to-date there have been 3. All three were well advanced beyond "room and contents" upon our arrival. 2 of the 3 will be repaired. The third has already been removed. (Laurel Springs - repair, Cedar Meadow - repair, East Catoclin - destroyed) All three structures were occupied at the time of the fire. There were no civilian injuries. One firefighter was transported to UVA for heat exhaustion.

#### **Update from Police Chief Dennis Russell:**

- The Valley has had a lull in speeding complaints, however, a loose cow on Blue Chicory has taken precedent in recent weeks. We are working with Animal Control and the cow's owner to corral the bovine.
- We have ordered a second smart RADAR trailer and installed a static smart RADAR sign near the helicopter landing zone on Laurel Springs Drive. Due to technical issues the computer mainframes from both the smart RADAR trailer and the static had to be sent to the manufacturer for repairs. Within the coming week we hope to be fully operational with the equipment on hand (delivery on the second smart trailer is still 30 days out).
- Bear issues continue on the Mountain. Working with Department of Wildlife Resources (DWR) to deploy methods to deter human/bear interaction. An Electrified vehicle, traps and educating our homeowners has been ongoing. Recently a bear was trapped and removed from the area, several have been hazed with paintballs and a new door hanger is in development that helps humans understand how attractants intensifies interaction with bears.
- New Dispatcher hired, sending a dispatcher to the Police Officer Academy and in process of advertising three Police Officer vacancies.
- Ongoing training of dispatch personnel with the new Emergency Medical Dispatch (EMD) software that integrates with our current CAD system.
- Preparations underway for the July 4<sup>th</sup> celebration at the Resort.

#### **ACP Update:**

- WPOA received a check from ACP for remediation. These funds will be used to cut the original trees flat and provide 5 - 10 years of invasive species control.

#### **BRP Exit Project:**

- Chief Sheets and I recently met with EA at the exit site. EA is working with the National Park Service to schedule additional meetings and complete permit work required. This is not going to be a quick process. We anticipate a lot of additional meetings. While we are optimistic, we are a long way from any sort of final approval for a Blue Ridge Parkway emergency exit.
- Impossible to know what the final cost might be. \$400K?
- Reminder - We have funds set aside for public safety related issues/expenses that arise from ACP.

**Carbon Credit Update:**

- I continue to assist Nelson County with identifying and correcting GIS errors within Wintergreen. The subcontractor for the county is making progress on their end. I hope to have the discrepancies resolved by the end of the Summer.

**Pool Update:**

- Pools are mostly quiet with owners embracing the rules in place. Unaccompanied guests are restricted to the hours of 2p-6p daily.
- New furniture for the Chestnut Springs Pavilion is on order and should arrive in July.

**COVID 19 Operational Update:**

- COB is almost back to normal. Ceason and Pam continue to work from home a few days of the week.
- All operations are working through staffing related challenges.
- All WPOA facilities are being cleaned more frequently.
- Tuckahoe Clubhouse is open with group activities slowly increasing.

**New Business:**

- The Board should recognize the effort made by Fire/Rescue to run the vaccine clinics. Resolution follows.
- Tuckahoe and Chestnut Springs parcels are being surveyed in advance of developing a land plan for these areas. The land plan will allow the Board to identify options & locations for additional facilities should they need to be built.

**Old Business Items:**

- Renaissance Ridge Update – Jay
- Here to Stay Wintergreen – Karen
- Overlook Project – Jay (Postponed pending resolving ownership issue)
- SC West Park Improvements – Jay

**COMMITTEE AND ASSIGNMENT UPDATES:****Tuckahoe Clubhouse:**

Karen Asher is fielding suggestions for additional recreational uses at Tuckahoe. Karen is also planning the annual (was Flea Market) yard sale event. This will be held outside on Saturday, September 4, 2021. (8-Noon)

**Nature Foundation:**

Bill Gatewood reported; the Nature Foundation Building is back open for business. Spring programs including Wildflower and the Auction were successful. Many summer events have been planned for July including Fly Fishing, Space Shuttle lecture, Reptiles, Bears with DWR and Mushroom hunting.

### **Nominating Committee:**

John Coy reported; There will be two openings of four-year terms once the Board Members approve the By-Law changes on August 6, 2021. Luessen, Coy and, Wright's terms expire in November 2021

Applications are due 8/6/2021 by 4PM.

Applications are on the WPOA web site: [www.wtgpoa.org](http://www.wtgpoa.org)

### **RESORT UPDATE:**

Mark Fischer reported; After a difficult year there were a record number of skiers. The coming weekend shows 70% occupancy. A lot of bookings are last minute as travel and air travel are back in full swing. There are 36 weddings on the books. Fireworks are scheduled as normal. They are planning a speaker series, murder mystery dinner, and the production of Joseph and the Amazing Technicolor Dreamcoat. The new groomer was purchased along with 2 million in capital expenditures planned. Early planning has begun for an obstacle course type event next year. Rod Kessler has retired. There is General Manager search in progress.

### **NEW BUSINESS**

#### **Formal Recognition of F&R efforts to vaccinate Community**

**The Wintergreen Property Owners Association Inc. Board of Directors hereby recognizes with sincere appreciation, the Wintergreen Fire and Rescue Departments efforts to vaccinate the Nelson County community through various venues and multiple clinics.**

#### **Land Planning**

Jay has ordered a full survey of Tuckahoe Clubhouse facility/lot and the Chestnut Springs facility/lot for future land planning.

#### **ARB APPOINTMENT**

The WPOA Board of Directors approved the appointment of Judd Mason to the ARB Board by email.

#### **OLD BUSINESS**

**Here to Stay:** Karen Asher reported they are in full swing with volunteers working to sign up owners online. Requests for services are being filled.

**Wintergreen Overlook Project**

Tabled until ownership can be transferred back to WPOA from the Nature Foundation

**Blue Ridge Parkway Exit Project:** Ongoing waiting game. See Executive Directors Report.

**RR UPDATE**– Jay has a meeting this afternoon with the Preserve Rural Nelson. No additional facts have been received on the proposed Renaissance Ridge development. WPOA will only report on facts. We believe the Nelson Board of Supervisors will have to approve the project.

**Stoney Creek West Park Improvements:** In February Jay presented the board a conceptual landscape architect drawing of the proposed updates and improvements to the park Phase I is approximately \$60K making parking near SC West, a gate, expanded trail sections, and landscape improvements. This was implemented by inhouse staff and Phase I is almost complete.

**Mountain Clubhouse:** In February, the board supported a concept of space for Mountain owners like the use of the Tuckahoe Clubhouse in Stoney Creek.

“The proposed concept will be a partnership with The Wintergreen Nature Foundation at the Trillium House located on the Mountain. Jay shared the history of planning and conceptional drawings of renovated and improved/expanded space. This would also include a proposal to lease space for WPOA needs. Once the proposal is finalized the WPOA Board will need to agree upon pursuing this avenue”.

Update: Jay - Progress is still being made with cost estimates and meetings of benefactors planned over the Spring/Summer 2021. Mr. Martin expressed an interest in helping and Mr. Gatewood is our liaison with TWNF.

Drawings for usable space were handed out with a proposal of a partnership with TWNF. WPOA would have to enter into a lease for the space requested. Jay will meet with Bev Holloway, TWNF President and Doug Coleman, Executive Director to discuss moving forward.

**CLOSING COMMENTS:**

The next board of directors meeting is scheduled for **August 6, 2021 10AM**  
Mr. Luessen adjourned the meeting at Noon.

**Scheduled Meeting Dates:**

August 6, 2021 10 AM (Budget) (Nominations deadline for 2021 Election)  
November 6, 2021– Saturday 9 AM- Annual Meeting – election - three openings