



# Cacapon Highlands

## Property Owners Association

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The second meeting of the Cacapon Highlands Property Owner's Association, Board of Trustees was held on Sunday, February 21, 1982, at the Bethesda Marriott Hotel, Bethesda, Maryland. Among other items discussed at the meeting was the resignation of Dr. John Eaton as Chairman of the Board of Trustees. The Board wishes to thank John for his efforts in getting the group organized. His participation will be missed.

Four members of the Board were present including Mr. Gus Gruhn, Mrs. Eleanor Gay, Mr. Richard Cook and Mr. Steven Biegel. In addition, interested Association members attended the session and participated in the discussions throughout the day. The Board acted to appoint Gus Gruhn as Interim Chairman and the meeting was called to order. Highlights of items discussed included:

- 1) Debate over the expense of snow removal during winter months. Objections were voiced to current snow plowing activities (budget item of approximately \$500/yr.) calling for the termination of the snow removal contract between the Association and Bernard Hook. The current contract was defended by cabin owners and others who need access during winter months and for emergency vehicles.
- 2) The suggestion was made that all property owners write individual letters to the West Virginia Department of Highways requesting that County Road 18 be paved as soon as possible. Letters should be directed to:

Mr. James Dorsey  
District Engineer  
W. VA Department of Highways  
PO Box 26710  
Burlington, West Virginia

- 3) Security gates and the distribution of keys were discussed at length. The gates have now been installed and every property owner with frontage off County Road 18 is entitled to a key. Some keys were distributed earlier by Tuscarora and by Bernie Hook. In that it was difficult to control the distribution of keys (and their duplication) all keys were turned over to the Treasurer for safekeeping and controlled assignment. There is a key accompanying this newsletter for those members who have not previously been assigned one.

PLEASE BE SURE TO LOCK THE GATES EACH TIME YOU PASS THROUGH  
(COMING AND GOING) AND DO NOT LEND YOUR KEY TO ANYONE.

If you loose your key, please contact Steve Biegel and a duplicate will be sent with a bill.

- 4) The point was raised that many property owners had suffered loses over the winter months due to vandalism and theft. The hardest hit were the owners of cabins outside of secured areas. After considerable discussion it was decided that signs proclaiming the subdivision as private property would be created and posted conspicuously along County Road 18 and at entrances to the subdivision. A Committee on Safety and Security was formed and charged by Chairman Gruhn with investigating the present situation and recommending actions to the Board for improving security for all property owners.
- 5) Road maintenance fees were discussed and the Treasurer reported that \$50/lot would be adequate for FY 1982. The Board acted to maintain the assessment at \$50/lot and directed the Treasurer to send bills as soon as possible. (The Treasurer has since reported that all bills have been mailed and that over half of all property owners have paid the required fee).

- 6) The Treasurer reported that a carry over of approximately \$1300.00 had been realized from 1981 to 1982. Suggestions were made concerning improvements of common areas for expenditure of funds. It was pointed out that the Association is empowered to purchase a lot for common use, if such purchase is desired by the membership. It was decided that suggestions and goals be discussed among all Association members during the May 2, 1982 annual meeting.
- 7) Chairman Gruhn reported that the Morgan County State Bank was offering mortgage assistance to Cacapon Highlands Property Owners. If you plan to build, or if you need financial advice, you are urged to contact Mr. Shambaugh at the Morgan County State Bank in Berkely Springs.
- 8) Several committees were established and volunteers were sought to work on important items. It was determined that a general call for volunteers would be included in the next newsletter to help get things rolling. The established committees include the following.
  - Covenants & By-Laws (Eleanor Gay, Chairperson; Terry Pickell and Meredith Lantz)
  - Finance/Budget/Dues Collection & Assessment (Steve Biegel, Chairperson; Mr. Wright)
  - Safety & Security (Mr. Albarrico and Mr. Martin)
  - Elections & Appointments (Karen McElyea, Chairperson; Terry Pickell and Meredith Lantz).
  - Planning & Community Development/Fire/Health/Emergency Services/ Building Plans, Services and Restrictions (Richard Cook, Chairperson; Mr. Terringo)
  - Committee on Membership & Meetings/Events (Gus Gruhn, Chairperson; Tommy Thompson)
  - Membership Communications and Roster (Eleanor Gay, Chairperson; Mrs. Wright, Mrs. Albarrico and Meredith Lantz)

Volunteers are needed for all Committees and everyone is encouraged to lend their expertise, advice or opinions toward the creation of a pleasant and safe mountain retreat. Please contact any member of the Board.

The annual meeting of our association is scheduled for May 2, 1982 at 2:00 pm at the Country Inn in Berkeley Springs. For those who wish to partake, a brunch will be offered (Approximately \$5.00 each) beginning at 1:00 pm at this same location. Please plan to attend as this is the only opportunity most of us will have to get together and discuss the items of concern to everyone. Poaching, hunting, trespassing, unauthorized taking of wood, road repairs, electric service, security, fire prevention, vandalism and many other issues should be addressed by the entire membership. There is also a vacancy on the Board of Trustees that must be filled. Please attend.

SECURITY IS CRITICAL TO PROTECTING OUR PROPERTY VALUES ON THE MOUNTAIN.  
IF YOU NOTICE ANYTHING UNUSUAL OR IF YOU SPOT AN UNAUTHORIZED VEHICLE  
INSIDE THE GATES, JOT DOWN A TAG NUMBER AND NOTIFY THE AUTHORITIES.

\*Enclosed is a gate key for those without one. Also enclosed are stickers to be attached to the bumper of any vehicle permitted inside the security gates. Be sure to affix your stickers to any vehicle(s) you plan to use on the mountain. This is a necessary step to protect our investments, our privacy, and our belongings.

\*Reminder on Dues -- Most people have paid their \$50.00 road maintenance fee for 1982. However, there are still some checks outstanding. Please pay soon to make certain we have funds to operate with for the remainder of the year.

#### IMPORTANT PHONE NUMBERS

Paw Paw Fire Department	(304) 887-7311
Department of Natural Resources	(304) 947-7495
Rick McGlade, Patrolman)	
Sheriff James Batt	(304) 258-1187
Tuscarora Offices	(304) 258-3538
Bernie Hook	(304) 258-4346
Great Cacapon Fire Department	(304) 258-1122
Potomac Edison Electric	(304) 258-1140
Gus Gruhn (Trustee)	(301) 530-5545
Steve Biegel (Trustee)	(703) 494-3591
Eleanor Gay (Trustee)	(301) 645-7387
Richard Cook (Trustee)	(301) 645-7387

**MAY 2nd**

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**COUNTRY INN**  
**BERKELEY SPRINGS**