

BEAR PAW SERVICE DISTRICT BOARD OF DIRECTORS

REGULAR MEETING MINUTES

March 5, 2016 – 9:00 AM

TO BE APPROVED

Directors Present: Mark Ackerman, Andrea Folkertsma, Andy Earnst, David Dempsey, Greg Brock, Mark Songer, Patrick Palmer (Randy Barton, Chrissie Howard)

Directors Absent: None

Others Attending: See attached list (Attachment #1)

Call to order: Mark Ackerman called the meeting to order beginning with the Pledge of Allegiance.

Reading of Minutes:

Greg Brock makes a motion to accept the minutes as presented. Andy Ernst seconds the motion. Motion is carried unanimously.

Financial Report: Andrea Folkertsma delivers the Financial Report as follows: We have completed our audit and have implemented procedures that the State requires us to do. All invoices must be signed, bills will be paid only twice a month, invoices have to be received and signed before payments can be made and two signatures are required on all checks. These are state requirements for the Service District.

Mark Ackerman states he spoke to the state about them not receiving our follow up letter from last year and it has been taken care of. It was mailed out, our Auditor had a copy of it in her file, but for some reason they did not receive it.

Mr. Ackerman states we need to ensure that we have a knowledge transfer and continuity procedure in place for any new board that comes in.

Andre Folkertsma states one thing our auditor mentioned was not moving budget money before we have had a meeting, budget amendment, and it has been voted on and passed. We are doing great so far on this years budget. We do have the following budget amendment; (Attachment #2) Move from acct# 5016 General Maintenance Runover/Travel \$500 & 5015 General Maintenance Tools, Equipment \$1,000 to be Moved To Account 6560 General Maintenance Payroll Expense \$1,500. This increase was due to the bad weather this winter. Andrea Folkertsma makes a motion to accept the budget amendment as presented. Andy Ernst seconds the motion. Motion is carried unanimously.

Ms. Folkertsma states we have collected some of the money from the county that we were due from the tax error. Mike Maul asks if there is a way to form a committee to see if we can get rid of the 3% mil. Rate a get back to where it was before that. Maybe even tighten our budget. Ms. Folkertsma suggest Mr. Maul come to the budget meeting, anyone is welcome, and if anyone has any ideas they can present them.

Manager's Report: Chrissie Howard, in Randy Bartons absence, presents the attached Manager's Report (Attachment#3)

Mr. Ackerman states we will now present our Committee Reports:

Personnel Committee: Mr. Ackerman states Ron Taylor could not be with us today. We now have a baseline and a performance review. We can access to see if improvements have been made in job performance.

Fire Wise: David Dempsey states our greatest potential threat in Bear Paw is an out of control fire. Ron Taylor has spent many hours consulting with TVA and Brian Foster. Mr. Taylor filled out the application that was needed and sent it in. Paper work has been submitted and we are on track. We are making good progress.

Landscaping: Dave Jacobs states our maintenance service continues each month. Last month there was pruning, pick up, weeding, etc. done. Coming up in the next month we will see some fertilizing and weeding done. If anyone wants to plant something our landscapers will plant them but we have to buy them. Mark Ackerman states any additional landscaping done or purchased by residents needs to be pre-approved by Dave Jacobs first.

All Communities Together: David Dempsey states at the last meeting we talked about have a more productive BPPOA. Last year we received a great response on the events, activities for kids, etc. that we done and we will be doing them again this year. We will be having a fishing tournament this year as well as a Boating Safety Class and a Chinese Lantern Release along with some other events.

Community Clean Up: We had another Community Clean Up day and got approximately 187 man hours @ \$22 per hour to match the funding for the grant. More importantly we had a great time and a lot of fun while doing it. Everyone enjoyed getting to visit with one another. It was amazing at how much debris was gathered and cleaned up during this. Mark Ackerman states we are going to schedule another one and hope it is as successful. David Dempsey continues and states we are going to try to have one in July and another in the fall. Bob Edwards states he volunteered the last few years to cut trees. He gave out firewood. There is a section of land there that had a lot of trees down, where the power line was, and he started cleaning that up. David Dempsey tells Mr. Edwards to let Ron Taylor know of his hours spent and they can be counted towards our Fire Wise grant.

Unfinished Business: Wayne Roberts states nothing has been done with the water tower yet as they are waiting for someone to give them a price.

New Business: Mike Maul states TVA is bringing in fiber optic that will offer cable and internet. We are waiting to see if they are going to be able to bring it into Bear Paw and suggests that property owners call Blue Ridge EMC to inquire about it. The phone number for Blue Ridge EMC is 706-379-3121. Jim Humphlett asks if the water leak has been fixed that runs across the road by the clubhouse. Mike Maul states they fixed it yesterday and there is a lot of root blockage there. There is also a natural spring under there that causes issues. Mark Ackerman states we can look at it and report back at the next meeting. Mike Maul states the steep hill down from the Condos needs a 3 way stop or something. It is steep and dangerous and people are flying down that road. Eileen Humphlett asks if we have gotten the signs for the dumpsters yet. Mark Ackerman states he believes Randy has ordered them. Mary Maul states we could put up a wildlife camera down at the dumpsters to monitor them.

Wayne Roberts asks when we are going to replace the Playground equipment that was taken out last fall. Mr. Ackerman states we will look into it. Mr. Roberts states there is a port-a-john sitting behind the guardshack and Service District property that is an eyesore and is the first thing you see when you enter into Bear Paw. This should be moved to the property owners property instead of sitting on BPSD property. Mr. Roberts also states the guardshack bathroom is leaking out into the creek. Eileen Humphlett states

Tricia Swiger would like to ask that minutes be made available earlier so they can be posted to the website. Mark Ackerman states we can post them and have them listed as “To Be Approved”.

Announcements: Next meeting will be our Budget Hearing on May 7, 2016 at 9:00am. We welcome any thoughts, ideas or suggestions for our budget. Andrea Folkertsma states our May meeting that was listed as May 21st was a typo and should be listed as May 28th on Memorial Day Weekend as it is each year. That is our election meeting and is always held on Memorial Day weekend. We will correct this on our Calendar of Meetings.

Adjournment: Andrea Folkertsma makes a motion to adjourn. Andy Ernst seconds the motion. Motion is carried unanimously.

Date

Greg Brock, Secretary