

BEAR PAW SERVICE DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
October 17, 2015 – 9:00 AM

Directors Present: Andrea Folkertsma, Andy Ernst, Mark Songer, David Dempsey via telephone
(Randy Barton & Chrissie Howard)

Directors Absent: Mark Ackerman, Greg Brock, Patrick Palmer

Others Attending: See attached list (Attachment #1)

Call to order: Andrea Folkertsma

Andrea Folkertsma called the meeting to order and leads the Pledge of Allegiance. Board members are asked if all members have reviewed the minutes from the 7-4-15 meeting. All board members answer yes. Andrea Folkertsma makes a motion to suspend the reading of the minutes and accept them as presented. Mark Songer seconds the motion. Motion is unanimously carried.

Financial Report:

Andrea Folkertsma delivered the financial report as follows:

We have spent 25% of our budget and taken in 25% of our budgeted income. The State Treasurer says we have not been in compliance. We have to stay in compliance when we are a governmental entity. We have to adhere to our budget and we cannot move money until after a board meeting and it is approved. We have to start anticipating expenses, list them and then adhere to our budget. The State Treasurer said she would be happy to come to Bear Paw and explain financing to us. If we have something we need money from, such as roads or gravel, we could increase grading and gravel but we would have to decrease within the same category. They understand our situation and will work with us. Andrea Folkertsma asks if there are any questions on this. Ron Taylor speaks from the floor and states he would be happy to introduce Ms. Folkertsma to Randy Wiggings, the Cherokee County Manager, and states that the county moves money all the time. Ms. Folkertsma states she would be happy to speak with Mr. Wiggins but the state has its own rules and some are black and white. When we make a budget it is very important that we anticipate our expenses. The next budget we are going to have to include two new categories for Unanticipated Income and Unanticipated Expense.

Tricia Swiger speaks from the floor stating that every time we get a new board we need to have a transition meeting for them so that they can be informed of what is expected and what is going on. Ms. Folkertsma states The State Treasurer suggested we have a permanent financial person. Ms. Folkertsma states she would volunteer to do this. Terry Woodworth speaks from the floor and asks if you have an unanticipated expense category, what can you use it for? Can you move the money in it? Ms. Folkertsma states yes you can move it to where it is needed but it has to be legitimate and we have to keep in mind we are using tax dollars. Ms. Folkertsma asks if there are any other questions. No questions are asked.

Committee Reports:

FireWise:

Ms. Folkertsma asks Ron Taylor, FireWise Committee Chairman, to speak on this. Mr. Taylor states he would like to speak about **the Personnel Committee report** first. **Personnel Committee Report** is as follows: The job descriptions and employee performance reviews are in place. Randy Barton has been reviewed and will be doing other employees reviews. Mark Ackerman, BPSD Chairman, has done a great job supporting this as well as Andy Ernst and David Dempsey.

The FireWise Report is as follows: We are actively working to become an active FireWise Community. Brian evaluated Bear Paw and gave us a 5-10 year plan and told us that currently Bear Paw is a forest fire waiting to happen. The issue is with there being brush and debris all over Bear Paw. Today we will be cleaning easements along the roads during our Community Clean Up Workday that is going on today. We have to continue to clean our properties. Claude Hughes has agreed to continue to clean lots if you want him to for \$300. We plan to have our controlled burns this year with 2 or 3 major hills being done. One is the area above the burn pile and the other is at Overlook Dr. around the valley to the left of the water tower that goes to the cottages. Charles Chaplin wants to do this as a priority and we expect to do this this winter. We hope to be able to make our application by the end of the year. We will need money for this application process, a \$1,000 or maybe a little more. Ms. Folkertsma thanks Mr. Taylor for his hard work stating she knows it is very time consuming.

Community Involvement: David Dempsey delivers the Community Involvement report as follows:

We have accomplished a lot and have gotten very positive feedback from the community. The North Carolina Wildlife officers are very excited about the Kids Boating event this summer. There are a lot of things that will be going on there. Bear Paw Live has been a huge success. We have had concerts, Mike and Mary Maul have sponsored events, we had the Bear Paw experience programs and activities for kids this summer and all in all everyone had a great time. We have a chili cook-off coming up soon. All of these things we are doing will and is to promote the betterment of our community. The other entities inside Bear Paw are feeling more involved in the community as well. We hope to accomplish more next year. Ms. Folkertsma thanks Mr. Dempsey and states she agrees. She also feels that maybe the Bear Paw Property Owners should become more involved and meet more than once a year. All of a sudden things are starting to happen. We need to have a committee to decide what the Homeowners do. The Property Owners funds could be put into a Homeowners fund so that we could support things such as the boat parade, fireworks, etc. She makes a suggestion that we think and vote on it in March to have someone on a committee. Tricia Swiger states the BPLA (Bear Paw Ladies Auxiliary) is already looking at ways to make money and suggests the BPPOA (Bear Paw Property Owners Association) have a meeting. Funds raised would go into the BPPOA not the BPSD. Property Owners funds are not restricted like the Service District funds are. Ron Taylor states he proposes to Mark Ackerman to improve the function of the BPPOA and that if we could appoint a committee to investigate what the people really want to do. Andrea Folkertsma makes a motion to for a committee for this matter. Mark Songer seconds the motion. Motion is unanimously carried. The committee will consist of Andrea Folkertsma, David Dempsey, Eileen Humphlett, Tricia Swiger and Andy Ernst. Andy Ernst will chair this committee.

Managers Report:

Randy Barton presents the managers report as follows:

The pool closed on September 14th. We repaired the retaining wall, the contractors came in and completed this. Anchors were put in place and the concrete slab was filled with polyfill. What we have now is stable. We can go back now and even up the slab. Mark Ackerman has volunteered to replace the carpet that was out there. We had a problem with a pump but it is being fixed.

Security- Is going good. We have only had one incident from the other day and it was taken care of.

Zoning- We currently have a variance request that has been denied. Garages are required to be attached and covered. Our attorney is sending out the official letter.

Roads- We have purchased 100 bags of rock salt for snow removal. Paving has begun. Greg Brock, Crisp Paving and I worked on this. It will be finished up Monday and it looks like we are going to be right on budget for our paving. Crisp Paving used 428 tons of asphalt at \$145 a ton.

Clubhouse- As for the concrete work, we are still getting bids.

Trees- J&A Tree Service took down the trees above the pool and Claude Hughes will do the cleanup from this in the winter.

Security Cameras- Mtn. Power Electric is doing the work on this. They have a problem with connecting the transmitter to receiver. They are extremely busy right now and will be back to complete this as soon as possible.

Road Signs- A great job was done putting up the road signs. Donations came in and the project went really well. David Dempsey thanks Rena Nelson for the signs and everyone else who contributed.

Street Signs- Someone stole several street signs this summer. We have the signs and found out that Cherokee County will supply them. Claude will be putting these up. It is important to have the street signs up in case of emergencies.

Andrea Folkertsma thanks Mr. Barton for his report. Ms. Folkertsma states the water tower is approved and will be done. We can thank Dottie Hayes for this. Tricia Swiger speaks from the floor and asks if we can cover the pool chairs during the winter. Randy states he has a guy coming this week and they will be in the way if we store them now but he will get them put away as soon as possible. Ms. Swiger asks if we could just put them under the pavilion and Mr. Barton says yes but there are quite a few that already need repairing. Ms. Folkertsma states she will check and see if the BPSD can buy a few new chairs. Ms. Swiger states the ladies ask that they do be taken care of as they are quite expensive. Ron Taylor speaks from the floor and states the new security system was very expensive and it is still not in operation. The security guards still do not know how to use it. This should have been a top priority and we should use Mike and Mary Mauls person to finish it up and get it going. Mr. Barton states the funds are not in the budget to have another person come in and work on it. Mr. Taylor states also that the guards still do not understand their roles and responsibilities. Mike Maul speaks from the floor and asks if we couldn't give Mountain Power Electric an ultimatum to come back and finish the job or else we will get someone else to do it. Ms. Folkertsma instructs Randy to check with Mountain Power Electric. Randy states he spoke with Mountain Power Electric and Ken Waggoner told him that he would be back to finish it up as soon as he can. Ron Taylor states Randy told us we paid the same for paving this year as we always have so why is that when gas and oil prices are down? Mr. Taylor formally requests a competitive bid for paving and suggests Mr.

Barton talk to Andy Russell about the formal way to pave because we are spending too much money on our paving. Ms. Folkertsma states she looked into state funding to help with our roads but we can't have any state funding. Randy Barton states Crisp Paving does do the filling and he is going to seal the cracks at the tennis courts. They have been doing work in here for 30-40 years and we need to keep that in mind. Getting another bid is not a bad idea though. Ms. Folkertsma states we legally are required to take bids. Ms. Swiger asks if we could let everyone know when we start taking bids. Ms. Folkertsma states yes and that is a good idea as well. Terry Woodworth speaks from the floor and states you don't always get good work when you look for someone cheaper.

Ms. Swiger speaks from the floor and says the issue of the building ordinance is unevenly handled. Ms. Folkertsma states we are going to have to adhere to rules and we may need a zoning board. They look at things then come back to council. It's hard when the job is just on one person. Steve Jones speaks from the floor and explains that the Zoning Board is already in place and exists. The Zoning Board is the same persons that are on the Board of Directors. Mr. Jones advises the board to research this and the possibility of using the board instead of Randy. Ms. Folkertsma thanks Mr. Jones for informing everyone on the subject. Ron Taylor states it is very prudent to have an individual to look at attached garages, there are probably 25 that have been grandfathered in and we need something that is more iron clad. Mike Maul states he has counted 13 violations since 2008. There is no enforcement. Steve Jones states the BPSD cannot change restrictive covenants. He recommends we speak with our attorney. Gene Swiger states that since 2008, structures have been non-attached. We have to follow and enforce all the rules and not just certain ones. Ron Taylor states maybe we should rewrite a new ordinance that defines detached garages.

Andrea Folkertsma states we still want to hand out the info on our Community Guidelines. Tricia Swiger has an example of what they have come up with. Tricia Swiger presents a new handout for the guards to hand out that includes community rules and regulations, such as speeding, fireworks, etc. There is also a map on the back. Ron Taylor and Tricia Swiger worked really hard on this. Brooks Chesser suggests this info is put into the newsletter and handed out to every person that comes through the gate and also states Randy Barton should send a letter to people who are setting off fireworks and have complaints. Ron Taylor states we need this in the newsletter and on the website. Andrea Folkertsma makes a motion to accept the visitor passes with the community guidelines on them as presented by Tricia Swiger. Andy Ernst seconds the motion. Motion is unanimously carried. Ms. Swiger states they changed the visitor log in sheet and added model and color of car and license number as well. Mary Maul speaks from the floor and says for Randy to make sure the guards know to mention the marina is closed or it is operating under whatever hours are posted at that time.

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New Business:

Policy for reserving clubhouse- Andrea Folkertsma states Andy Ernst found a policy for the clubhouse but we are going to have to pass this on to the Property Owners Association. The Service District will maintain the building.

Announcements:

Next meeting will be March 5, 2016 @ 9:00 am, Regular Meeting

Adjournment: Andy Ernst makes a motion to adjourn the meeting. Mark Songer seconded the motion. Motion was unanimously carried.

Date

Greg Brock, Secretary

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