

**LOST BRIDGE VILLAGE COMMUNITY ASSOCIATION, INC.**  
**12477 Lodge Drive, Garfield, AR 72732**  
**Board of Trustees Regular Meeting**  
**April 13, 2015 6:00 P.M.**

**Executive Session # 1 Preceding Board of Trustees Regular Meeting for review of replacement Trustee**

**Trustees Present:** Jon Testut Steve Bray  
Ellen Rinard Randy Haley  
Melvin Schoonover John Wilson

**Board of Trustees Regular Meeting**

**Trustees Present:** Jon Testut Steve Bray  
Ellen Rinard Randy Haley  
Melvin Schoonover John Wilson  
Ken Buchheit

**Trustees Absent:** (None)

**Visitor(s) in attendance:** Cari Hein, Ronnie Schauf, Bill Magnuson, Val Bell, Hugh & Frances Wagner, Grady & Paula Allen, Don Overstreet and Deb Brown, Ryan Gill, Pete Sams

The Regular Board Meeting was called to order by President Jon Testut at 6:00 p.m.

**The Minutes of February 9, 2015 were approved as written.**

M/S/C	Steve Bray	John Wilson	Unanimous
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**The Minutes of March 14, 2015 were approved as written.**

M/S/C	Randy Haley	Ellen Rinard	Unanimous
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Jon Testut took this opportunity to welcome Ken Buchheit to the Board, replacing Bill Bush who had resigned last month.

**FINANCIALS, Ellen Rinard, Treasurer:**

Ellen reported that ending March 30<sup>th</sup>, assessments collected are at \$138,527 vs our yearly budgeted income of \$165,000. This is 84% of 2015 assessment income collected so far. We're slightly above last year at this time. She stated the Board should plan to have a discussion soon regarding turning over delinquent accounts to a collection agency, which will cause a 40% hit to each delinquent owner.

She reported that some budget items are concerning, due to their percentage levels, since we're only 3 months into the year. Under the Maintenance account, \$1500 was budgeted for all of 2015 and 51% of that has been spent in only 3 months; the contracted amount for snow removal is \$3000 and we've spent 93% of that so far. \$8000 was budgeted under the miscellaneous category for maintenance, and we've spent 40% so far. For the Rec Center, we've spent 43% of the budgeted amount for propane but with the coldest weather of the year behind us (Jan.-Mar.) we're probably fine for the year.

She also suggests for a future meeting the Board discuss a policy for invoices and associated backup receipts submitted for payment by the Office.

Motion was made to approve the February Treasurer's report:

M/S/C	Steve Bray	John Wilson	Unanimous
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Motion was made to approve the March Treasurer's report:

M/S/C	John Wilson	Ken Buchheit	Unanimous
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**OFFICER REPORTS:**

**President, Jon Testut** – Jon reported that regarding this year's fireworks, July 3<sup>rd</sup> will be the shoot date with July 4<sup>th</sup> as the rain date. Also, Jon is putting together a committee of 3 for disposition of the old maintenance shed. Jon suggested that at a future meeting the Board consider alternative uses of the burn pile area, and that the Board discuss extending the LBVCA office hours.

**Vice President, Steve Bray** – Nothing to report.

**TA Reports:**

**ACC, Jon Testut, TA** – Jon reported that several project applications are in the works including a new home, and a new deck. Also, potential new changes to the ACC's Building Standards & Practices will be discussed later in the meeting.

**Airstrip, Melvin Schoonover & Steve Bray, TAs** – Steve reported that Marty Sauers provided him with a binder of records and documentation related to the airstrip. Although some of the material included contains prior references, the bulk of the material begins in 2006 during the period that the airstrip had deteriorated to the point that it was closed. The 2007 records of the airstrip reconstruction and reopening are included as are the records of the conversion of the airstrip from public-use to private-use and the FAA re-designation of the airport identifier from 4A8 to 40AR. Records of the 2012 crack seal and repainting are included as well as correspondence regarding a couple of aborted initiatives to construct hangars.

Steve also reported that the location for the trial of permit pilot parking has been moved from the SW corner near the communications box to the newly-constructed parking spaces at the new maintenance building. A revised parking permit has been issued and LBVCA security notified. The gate at the maintenance building has been replaced. Unfortunately, during the time that it was down, unauthorized persons were driving their cars on the airstrip. Sadly, the typical pattern of persons twisting information/making up misinformation and blasting it out happened again, and the rumor mill had the Board allowing cars and trucks on the runway, which was never the case. The pilot in the trial has been extremely cooperative and grateful.

Jon Testut reported that a villager proposed that the Board consider using the burn pile location as pilot parking. No permits would be needed as pilots would simply use their existing access code. Steve commented that this would require discussion by the Board at a future meeting.

Jon Testut then recognized Val Bell who gave a brief update on the status of the bluebird houses along the airstrip. Val reported that it has been 4 years since she got approval from the Board to put up the birdhouses. She is a certified nest monitor. Bluebirds typically have 4 clutches of babies, and this year all birdhouses are full. She then submitted a handout with statistics on the various birdhouses and bird varieties that use them. She stated that she does the weed eating around the birdhouses so the maintenance crew doesn't need to do it. She then asked Randy Haley if she could install some birdhouses out in the Posy Mountain Ranch area. Visitor Grady Allen suggested the big common area (China Hollow) in PMR might be a good place as it's not maintained (not mowed), which Val says the birds would love because of all the bugs in the grass.

Jon asked if there was any concern for these birds near the airstrip. Steve stated these small birds do not pose a problem; it's the 20-lb buzzards that are more of a problem. Val pointed out her birds are perching birds. Jon asked Val if her birdhouses could be moved to the fence line. She responded that the squirrels, raccoons and snakes would get at them. Steve commented that some of the houses are in the open but most are near the tree line.

**Community Building, Melvin Schoonover, TAs** – Melvin stated that his goal this year is to save \$1,500-2,000 by using volunteers to repaint the exterior of the Community Building, do pest spraying of the interior twice a year; do repairs of the uneven sidewalks; take over custodial work for 10 of the 12 months but have our current custodial service (Sally Meyer) fill in for April and October; take over the monthly trash pick-up for 10 months and have T & G Trash provide service for April and October. He also reported that Hugh Wagner has already done some paint touch up on the front of the building (by the plaque), and he hopes to install a new drop box for mail after hours.

**Covenant Review, Randy Haley, TA** – Randy reported that the Posy Mountain Ranch homeowner who received a covenant violation letter has been working diligently to clean up his property but that it would be an ongoing process.

**Legal & Insurance, John Wilson, TA** – John reported that 2 roofers looked at the Community Building and Rec Center roofs for possible hail damage. The determination was the Community Building sustained no damage but the Rec Center did. John met with the insurance adjustor who determined that the Rec Center roof was totaled and the Community Building needs a new roof as well. The adjustor will process payment for the depreciated value but if we then replace the roofs within 180 days we'll receive an additional sum for the recoverable value once we apply for it.

**Library, Ellen Rinard, TA** – Ellen reported that the April 4<sup>th</sup> English Tea brought in \$750 for the Library. She recognized Pat Testut for the good job she always does at getting the best bang for our bucks on books and DVDs.

**Parks & Recreation, Steve Bray, TA** – Steve reported that:

1. Bill Magnuson will arrange to have the pool cover removed and equipment prepped for service around May 1.
2. I have spoken with American Leak Detection services regarding finding out more about our pool leak. Their standard pool leak detection runs \$300 for up to 1 1/2 hours, which is usually more than adequate to localize the problem and provide a plan for remediation. The pool should be full and clean when the detection service is provided. Inquiries have been made as to whether or not LBV Water & Sewer District has the necessary equipment and expertise to provide a similar detection service, but the answers have been mixed. Perhaps Melvin and/or Jon can elaborate.
3. Plans to paint the pool bottom have been deferred to the fall when the pool can be drained and worked on without an opening deadline and to reflect any new information which may arise from the leak detection process. (See New Business, below.)
4. May 9<sup>th</sup> will be the date to do the Spring Prep at the Rec Center and Tennis Courts, with May 16<sup>th</sup> as the back-up date in case of rain. Steve needs volunteers, and will post the following of list of work needing to be done that volunteers can check off when they've completed a task:
  - Power wash surfaces
  - Remove leaves from rec center and tennis courts
  - Wipe down playground equipment
  - General cleaning
  - Pool rail needs to be reset. I think the best solution is to open up the deck and re-pour the receptacle base. Anyone have access to a jackhammer or similar equipment to remove a bit of concrete?
  - General repairs on whatever is needed

5. Following the hail storm, a roofer took a look at the rec center and provided an opinion that it needed a new roof (surprise, surprise). We may want to see what our insurance would cover since it looks like we will have to put up with the current facility for at least a few more years before we get an assessment increase and can get a replacement facility underway. Are the BBQ shelter and gazebo covered by insurance as well?

Grady Allen stated that the Rec Center grounds will be mowed every 2 weeks starting now.

**Property & Marketing, Ken Buchheit, TA** – Nothing to report.

**Political, All Trustees** –

- Press (NW AR Democrat-Gazette primary contact): Board contact will be Ellen Rinard

**Roads and Maintenance, Randy Haley & Jon Testut, TA** – Jon reported that the village truck is running better, thanks to Randy Haley for taking it to the shop and having the oil leak fixed and the studded tires swapped out for regular tires. Grady reported that he's looking into repainting the dump body as it is 20 years old and has been rusted out by hauling salt; he will sandblast it and coat it with epoxy paint. Jon stated he's putting together a committee to repurpose the old maintenance building and to lay out the new building. The New Holland sickle mower will be repaired and then sold.

Randy reported that he is trying to get a group together to review Posy Mountain Ranch roads. A lot of the roads are mud due to ATVs tearing them up. Regarding ways to discourage trespassers in PMR, Randy talked with the ACC and with the Sheriff's department and got the okay to put up steel posts painted purple, which indicates the land has been "posted" as "no trespassing" so the Sheriff's department can take action when called. Randy will strive to enforce no trespassing with the newly reinstated Neighborhood Watch program.

Ellen asked a related question: she lives on a dead end road but people still think they can get to the lake that way. Can she post a sign saying "No Lake Access"? Answer: Yes, but make it a metal sign so it looks official and will last.

**Security Patrol, Ellen Rinard, TA** – Ellen reported that there has been a little turmoil this month with various concerns voiced by Security personnel, all of them with regard to the airstrip. Driving on the runway was also reported recently. In one case, a partial plate number was noted and the orange Lamborghini was stopped. The driver would not identify himself. The Sheriff's department cannot share plate information with the public. In this or in future incidents, time, date and description of the car and occupant(s) should be noted so that the Sheriff's department can file a report and take appropriate action. Pilot parking rules were defined and documented, and the gate near the maintenance building should make illegal driving a thing of the past, or at least require more creativity. Grady pointed out that the gate isn't currently locked. Jon suggested a lock be purchased and affixed to the gate.

**Social, Ellen Rinard, TA** – Ellen expressed thanks to the members of the LBV Book Club for the successful fundraiser for the library on April 4th. Over \$700 in donations was raised by the pie/tea event. Thanks to all the fine bakers... and eaters!

The next event will be "Summer Kickoff" at the Rec Center on May 30th. It was confirmed with Marty that the area is now reserved for this, and Bill Magnuson is on-board with plans to get tables out of the storage area and to put up signage the week prior about early closing of the pool that day. Don Kotouc, Ray Millon, John Rainone, and Mike Gray will be providing music for the event. Bill's plan is to close the pool at 5:00 p.m. that day so the band can set up, potluck dishes can arrive 5:30-6:00, with the event from 6:00-9:00. BYOB Potluck. Last year's hosts will be contacted for help with setup.

Next event after that is 4th of July. Ellen will gather tips from Debby Maule as last year's event was such a success that most food items ran out. In the event of a double rain out the Board might consider moving it to Labor Day or moving it into 2016; a topic for a later discussion. Also for discussion at a later meeting is how to get the word out throughout the village that legal shooting of personal fireworks can only be done during a 6-day window surrounding the 4<sup>th</sup> of July. Ellen will call the Fire Marshall for details.

Pete Sams was then recognized to speak about plans for this year's fireworks. Pete reported that the contract for the fireworks display by Hawg Wild has been given to Jon and Steve for their review. The shoot site will need to be modified for 6" motors, larger than used in the past. There will be approximately \$7200 to spend on the event, including a sound system, made up of budget funds and promised donations. Pete asked Marty to let him know if/when additional donations come in for the fireworks.

**Tech Support, Jon Testut and Steve Bray, TAs** – Steve reported that now that he's on his summer work schedule he will be working with Marty to replace our Property Management System Access Database. The new system has features that can be of use to various TA areas. He would also request the Board consider implementing remote access to the office systems so that there can be work done from home in bad weather, and TAs can obtain information after hours without adding to Marty's workload.

Jon added that the Board might consider upgrading its internet access for better speed.

**Water & Sewer Liaison, Melvin Schoonover, TA** – Melvin stated that in answer to rumors floating around, no, there is no increase on property owner water bills. All water meters will be replaced (costing \$400+) but there will be no charge to homeowners. The new meters will be sensitive enough to pick up drips, so homeowners will want to stop drips as soon as one starts. If anyone notices smoke coming out of the sewer covers it's due to testing. Regarding cuts in the road for new sewer/water lines, it's up to the County to come out and repair.

Grady Allen asked that when LBV Water & Sewer gets a permit to cut the road, are they not supposed to cap it over with concrete or asphalt. Answer: the Water Board has filled in the cuts with gravel but the County wants to inspect them before laying asphalt. If too much time goes by before inspection happens the gravel fill degrades. Jon commented that the Board will look into it. Melvin stated that the Water Board pays for the patching.

Paula Allen stated that there is no water pressure at the new maintenance building. Jon responded that Mr. Buttons says there is diminished pressure all along East Airport. The closer to the tank you are the less pressure you have. People on Walnut have much better pressure. Grady commented that the pressure at the maintenance building is 15-18 pounds but should be 32 pounds for a public water service so LBV doesn't have sanitary water. Melvin responded that he will bring it up at the next Water Board meeting.

#### **OLD BUSINESS:**

- **New Maintenance Building:** Jon reported that the floors have been sealed and striped; the AC, pegboard and new locks are all in place; and, a new fence with gate along with parking have been installed. Grady commented that 4 more sheets of pegboard for the west wall are needed. Ronnie Schauf volunteered to donate this material.
- **Top 5 Covenant Violators:** Steve reported that Jon and Ken are to speak with the attorney regarding a road map of how to proceed. Jon stated that the Board might consider putting a small amount of funds into power washing the fronts of the homes for those who haven't responded to the attorney default letter. After further discussion it was decided to table this topic for now.
- **Airstrip Parking:** See above.

On an unrelated matter, Cari Hein commented that there was an issue in the February minutes regarding her property being in violation for tree cutting. Jon Testut responded that the issue had to do with clear cutting of trees at the rear of her property. Ellen responded that there was a misinterpretation of the covenants as clear cutting of trees applies only to unimproved lots not improved lots, meaning there's no issue for Cari's property.

### NEW BUSINESS

- Lot Line Variance at FHS B1 147 for future new home (new owner Ronnie Schauf) – After Mr. Schauf presented his request, Jon commented that 1) LBVCA needs to grant a waiver allowing Mr. Schauf to build on a lot incorrectly platted, and 2) the ACC needs to grant a 5-foot variance on the lot line as requested. Motion was made to grant the waiver:

M/S                      Ken Buchheit                      John Wilson

Additional discussion ensued regarding the survey Mr. Schauf was currently using. Ronnie explained that it was a survey from 2008, but he will be getting a new survey. Ken asked if the new survey shows that part of the neighbor's house is actually on Ronnie's property will Ronnie be willing to sell that piece of property to his neighbor so he's in compliance. Ronnie responded that he probably would as he's not looking to cause aggravation to his neighbor, he just wants to build his house.

The vote concluded as:                      Unanimous

- Utility Easement Variance for new deck at 21552 Walnut Drive (pending new owner Ryan (Daniel) Gill): Mr. Gill presented his request for a 5-foot utility variance for his removable, but structurally sound, deck. The deck would be built up against the fence on his property and will overhang the utility easement. Motion was made to grant the variance provided the deck is movable or removable:

M/S/C                      Ken Buchheit                      Ellen Rinard                      Unanimous

- Request for charitable donation to the Avoca VFW Post 3031 Honor Guard (Grady Allen): Grady asked if the Board could make a donation to the VFW who donated the flag with said donation being equivalent to the cost of a new flag (\$65-75). Paula Allen suggested that this would be a good way to recognize these servicemen for their ongoing commitment as Honor Guard as they preside over many servicemen funerals every week. Motion was made to make a \$75 donation out of the appropriate account:

M/S/C                      John Wilson                      Steve Bray                      Unanimous

- Request to purchase replacement tree for Community Building garden (Paula Allen): Paula explained that the Village had paid for landscaping of the front garden at the Community Building 4-5 years ago but one of the trees has since died. She requests funds to replace it with another similar tree or with shrubbery. John Wilson suggested that Melvin Schoonover, as Trustee for the Community Building, take care of this matter. Melvin agreed and volunteered to donate a tree and plant it. Jon Testut suggested that Melvin and Lake Bum get together to determine the best tree or shrub to get for that particular location.

On an unrelated matter, Don Overstreet commented that he had heard a complaint about 4-wheelers in the Village. He uses his every day, weather permitting, just for a ride as well as for Security Patrol. Jon asked if his vehicle is registered and licensed. Don responded no. Ronnie Schauf commented that he has a golf cart which he frequently uses for jaunts in the Village. He was also considering joining the Security Patrol and would like to use his for that purpose, and asked if the Village could appoint these vehicles for Security Patrol. Ellen responded that the Board can't condone the use of unregistered unlicensed vehicles with Security Patrol signage on County roads.

- Re-redemption of 3 foreclosure lots (WMT S2 126, PMR U10 442, PMR U5 8): Marty Sauers gave a brief recap on these properties, stating that unbeknownst to LBVCA we did not receive clear title when our former attorney foreclosed on them for LBVCA, and in order for us to retain them we needed to pay back taxes for the years 2010-2013. The Commissioner for State Lands, at our request, has sent us the appropriate Petitions to Redeem; the approximate amount for each property is roughly \$250, which we need to submit by the end of April. Motion was made to redeem the properties within the deadline:

M/S/C                      Randy Haley                      John Wilson                      Unanimous

- WMT S2 21 on Oak Ridge Lane (15-05605-000), Higginbotham – property certified to the state for back taxes. (Does the Village want? If not, LBV Community Church may bid at auction.): Jon Testut gave an update on his meeting with the Church. The Board concluded to let the Church pursue the property at auction with the understanding that if they are successful in purchasing it they have agreed to pay the \$490.09 in back assessment fees. (No vote was needed.)
- PMR U4 63 on Primrose Path (15-08286-000), Bessom – owner wishes to deed lot to Village. Ken Buchheit will talk with Marty regarding her conversation with Mr. Bessom. Randy Haley commented that the neighbors there are empty lots on a cul-de-sac.
- 2015 NEBCO VFD Membership (Fire) Dues (\$2,000 total on 50 LBVCA unimproved lots): Jon commented that if any of these properties are contiguous NEBCO will only charge LBVCA 1 fee for the contiguous lots. Marty will work with Ken Buchheit on determining adjacent lots. Consensus of the Board was to go ahead and pay the invoice after determining contiguous lots.
- Volunteer Newsletter Assistant: Jon briefly outlined that this person would assist Marty with the development of the bi-monthly newsletter. A call for volunteers has been put in the April newsletter.
- LBV Phone Directory: Marty reported that the phone directory was last published in August of 2013. It had been planned for fall of 2014 but was postponed due to the budget crunch. Jon asks if Melvin could coordinate with Marty for production of the directory.
- LBV Office Hours: Melvin Schoonover suggests considering expanding the Office Hours to have someone in the office on Fridays and Saturdays during the summer. John Wilson asked if there is budget to do this. Answer: no. The Board asked if Marty would be willing to work the extra time. Answer: no. There was some discussion on this topic. Some options to consider for this year instead: have a kiosk or flip box outside the office to contain “Lots for Sale” lists; have a drop box for miscellaneous notes and assessment payments at any time. It was determined to test these two options first before expanding Office Hours.
- Attorney Retiring: John Wilson suggested that he talk with Ken Buchheit regarding the possible legal option of using Ken’s attorney who is familiar with real estate property law.
- Oath of Office: Jon presented a 2-page document regarding a new Oath of Office, suggesting that this would be an official step and affirmation of the person taking office. Randy commented that this was an item on the Vision Committee Findings. Discussion ensued, including that the Bylaws would need to be changed but the Oath of Office could then be installed at the next post Annual Meeting board meeting (March 2016). Motion was made to amend the Bylaws to add the Oath of Office as presented, including the 2nd page regarding “Trustee Duties and Responsibilities”:

M/S/C                      Ken Buchheit                      Ellen Rinard                      Unanimous

- Board Agenda format change: Jon Testut presented a proposed new Agenda format, including a new item, Approval of Agenda. Ken Buchheit explained that the approval of Agenda simply allows the Board to move agenda items around on the spur of the moment to accommodate visitors signing in at the door who want to speak. John Wilson suggested it would be helpful to identify time slots on the agenda so the meeting keeps moving. Ellen commented that she likes the idea of allowing visitor comments at the top of the meeting in addition at the tail end. Ken suggested that whatever format the Board follows the Board needs to better control the audience. Ken suggested that he and Marty work together to redesign LBV's visitor Sign In sheet to allow for signing up to speak. John Wilson pointed out that the Agenda is a municipality rule and not a Bylaw rule, so no Board action is needed.
- Arkansas Adopt-A-Highway Program Renewal agreement (for Hwy 127 clean-up): Jon recapped that for the past 10 years the "Garden Club" has spearheaded the Adopt-A-Highway program for Highway 127. Last year Patti French asked if LBVCA would assume sponsorship of Highway 127 as the Garden Club no longer wished to. The Board agreed last year and Patti signed the 2014 contract. The contract has come up for renewal and Patti is suggesting it might be more appropriate for a Board member to sign it this year. Melvin Schoonover volunteered to be the Board contact on the program. Motion was made for LBVCA to continue its sponsorship of the program:

M/S/C                  Melvin Schoonover                  Ellen Rinard                  Unanimous

- Request for purchase of a DTM (Data Transfer Module) for the GoKeyless System (J Testut): Jon explained the time-consuming and tedious process for uploading a new access code into each lockbox. He recommended that a Data Transfer Module would alleviate this situation and requested approval to purchase a DTM at a cost of \$251. Motion was made for the purchase of the DTM at the price stated:

M/S/C                  John Wilson                  Randy Haley                  Unanimous

**Additional New Business Items:**

- Jon Testut stated that the ACC requests that the Building Standards & Practices be modified, with Board approval, to include the following reference particular to Posy Mountain Ranch:

Building project extensions are currently granted for 18 months with no limit (to the number of extensions), however, temporary living quarters are limited to a maximum of 36 months. Extensions are up to the discretion of the ACC, and the bullet items are based on the (most) recent (LBVCA) Covenant revisions.

Motion was made to approve the addition to the BS & P as presented:

M/S/C                  Randy Haley                  John Wilson                  Unanimous

- Motion was made to allow American Leak Detection to come out and determine the cause of the leak at the pool with authorization of the associated expense (unknown at this time):

M/S/C                  Steve Bray                  Ellen Rinard                  Unanimous

**Executive Session # 2 for Review of Lake Bum Services' contract (expiring 5/15/15) at 10:00 p.m.**

**Trustees Present:**      Jon Testut                  Steve Bray  
                                  Ellen Rinard                  Randy Haley  
                                  Melvin Schoonover      John Wilson  
                                  Ken Buchheit



**Regular Board Meeting Resumption at 10:58 pm.**

**Motion to adjourn meeting: 11:00 PM.**

M/S/C            John Wilson                                    Randy Haley                                    Unanimous

The next Board Meeting will be May 11, 2015.

Respectfully submitted by Marty Sauers, Office Administrator.

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Jon Testut, President

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Steve Bray, Vice President

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Ellen Rinard, Secretary/Treasurer

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Randy Haley

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Melvin Schoonover

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John Wilson

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Ken Buchheit