

**Lost Bridge Village Community Association, Inc.**  
**Board Meeting**  
**April 10, 2017 @ 6:00pm**

**Call to Order of Regular Meeting 6:00pm**

**Approval of Agenda**

A motion was made to accept Agenda with an addition item in New Business, Covenant Changes.

M/S/C            Jon Testut/Phil Williamson/Unanimous

**Approval/Discussion of March 11, 2017 Minutes**

M/S/C            Jon Testut/Phil Williamson/Unanimous

**Member Comments: (2 minutes per person; 15 minutes' total time allotted)**

- Steve Bray - observing
- Larry & Peggy Webster - The Webster's addressed the board with a detail list of their concerns about the village. A list was handed out to the board.
- Tom and Sue Balk – The Balk's also addressed the board with similar concerns. They had sent the board a letter about their concerns. Each board member was provided with a copy.
- AJ & Flo Anglin – The Anglin's also added some concerns about the village.
- Jana Jobe – Aired her concerns regarding ACC letters/phone calls.

The board discussed keeping communication between Board and Village Members. Board agreed we need better communication with Village Members. A few ideas were talked about: Send email blast with updates as we achieve things; mail out updates to all villagers along with the expense of doing this; the ACC "Boiler Plates" letters will be sent to the Board to look over.

**Treasurer Report/Financials – Phil Williamson**

**LOST BRIDGE VILLAGE 2017 FIRST QUARTER FINANCIAL SUMMARY**

|                      | Account | 1Q/17 Actual's | 1Q/17 Budget | 1Q/17 \$ Diff | 1Q/17 % Diff | Annual Budget | % of Annual Budget |
|----------------------|---------|----------------|--------------|---------------|--------------|---------------|--------------------|
| Assessment Income    | 4000    | \$178,646      | \$175,082    | \$3,565       | 102%         | \$196,500     | 91%                |
| Total Income         |         | \$189,131      | \$209,507    | -\$20,376     | 90%          | \$242,600     | 78%                |
| Maintenance          | 7200    | \$7,721        | \$8,561      | -\$841        | 90%          | \$38,750      | 20%                |
| Rec Center           | 7400    | \$8,432        | \$1,312      | \$7,120       | 642%         | \$44,250      | 19%                |
| General & Admin      | 7500    | \$14,760       | \$19,054     | -\$4,294      | 77%          | \$98,510      | 15%                |
| Community Building   | 7600    | \$1,921        | \$4,090      | -\$2,169      | 47%          | \$13,830      | 14%                |
| Roads                | 7700    | \$5,369        | \$3,785      | \$1,584       | 142%         | \$15,110      | 36%                |
| Capital Improvements | 7900    | \$17,981       | \$18,150     | -\$169        | 99%          | \$32,150      | 56%                |
| Total Expenses       |         | \$56,185       | \$54,954     | \$1,231       | 102%         | \$242,600     | 23%                |

**FIRST QUARTER COMPARISONS - 2017 TO 2016**

|                      | Account | 1Q/17     | 1Q/16     | \$ Diff  | % Diff  |
|----------------------|---------|-----------|-----------|----------|---------|
| Assessment Income    | 4000    | \$178,646 | \$187,174 | -\$8,528 | -4.56%  |
| Total Income         |         | \$189,131 | \$191,335 | -\$2,204 | -1.15%  |
| Maintenance          | 7200    | \$7,721   | \$3,321   | \$4,400  | 132.48% |
| Rec Center           | 7400    | \$8,432   | \$1,176   | \$7,256  | 617.03% |
| General & Admin      | 7500    | \$14,760  | \$18,414  | -\$3,654 | -19.84% |
| Community Building   | 7600    | \$1,921   | \$2,005   | -\$84    | -4.19%  |
| Roads                | 7700    | \$5,369   | \$672     | \$4,697  | 699.00% |
| Capital Improvements | 7900    | \$17,981  | \$0       | \$17,981 | -       |
| Total Expenses       |         | \$56,185  | \$25,589  | \$30,596 | 119.57% |

Notes: **Total Income** will be lower because we are not allowed to transfer Savings into checking and classify as income. This will impact yearend income.

Areas of Concern: Account  
 7223 Maintenance - 1Q spend at 57% of the annual budget  
 7228 Electricity - 1Q spend at 72% of the annual budget  
 7251-C LBV Tree Trimming - 1Q spend at 236% of the annual budget  
 7411 4th of July over budget as the 4th of July Fireworks were paid in advance to get a better service offering.  
 7511 PayPal - 1Q spend at 308% of the annual budget  
 7517 Library - over budget for Feb and March  
 7526 Software - 1Q spend at 107% of the annual budget  
 7701 Roads - Equipment Rental for the purchase of the chipper and the road grader rental

**Balance Sheet Summary**

**Mar 31, 17**

**ASSETS**

**Current Assets**

**Checking/Savings**

|   |                   |
|---|-------------------|
| 1000 · CASH IN MONEY MARKET - 0172                  | 123,003.02        |
| 1001 · CASH IN CHECKING - 7265                      | 28,723.94         |
| 1003 · ARVEST CAPITAL IMPROVEMENT 0743              |                   |
| 1003-A · AIRSTRIP IMPROVEMENTS                      | 1,000.00          |
| 1003-B · COMM BLDG IMPROVEMENTS                     | 1,000.00          |
| 1003-C · VILLAGE HALL IMPROVEMENTS                  | 1,207.56          |
| 1003-D · REC CENTER IMPROVEMENTS                    | 5,114.66          |
| 1003 · ARVEST CAPITAL IMPROVEMENT 0743 - Other      | 21,179.50         |
| <b>Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743</b> | <b>29,501.72</b>  |
| 1007 · CASH CONTINGENCY M/M FUND 9016               | 52,781.36         |
| 1010 · BUILDING DEPOSITS                            | 18,500.00         |
| <b>Total Checking/Savings</b>                       | <b>252,510.04</b> |



- Jon Testut, T/A, also interim chairperson, seeking 7<sup>th</sup> member/chairperson
- Passed resolution to channel ACC applicant/violations letters through chairperson
- Welcomed two new members: John N. & Hugh F. (Board Action to confirm appointments)

#### **New inquiries: (present)**

- WMT S1 17 – New House Plans (approved)
- MHP B1 25 & 70 – Storage Building/Carport and Fence (provisional approval pending submission of utility easement release; also, variance granted to increase max size of carport to 580 Sq ft; also, approved fence (combined fees).
- WMT S1 18 – Enclosed Existing Screened Porch (approved)

#### **New inquiries: (not present)**

- LBS B1 163 – Dog Run (approved) – WAITING FOR PAPERWORK & CHECKS
- PMR U4 54-55 – Extension (approved)
- FHS B1 87-88 – Carport (notified of missing application)
- FHS B2 73-75 – Carport & Fence (notified of unclear application)
- WMT S1 25-27 – Dog Run (claim of prior approval not substantiated; no action taken at this time; considering options)

#### **Airstrip** – Jon Testut, TA

Nothing to report

Visitor Steve Bray said the weeds in the runway cracks need to be taken care of early. There was a discussion about purchasing a propane burner for Village. A couple of board members said the Village could borrow their propane burner. Purchase of a propane burner was tabled and will be discussed in the future.

#### **Community Building** – Mary Gray, TA

Nothing new to report.

Discussed Thank You Note to be sent to church for their \$1,000 donation to Village. John Buhr will send thank you note.

#### **Covenant Compliance & Review**

Phil Williamson, TA – LBV

- Two covenant violations were issued in March. One was conducted via a conversation with the offender regarding a dog barking on White Oak. A follow up was completed on March 27 and was determined the barking has stopped. Advised the person who brought this to my attention to let me know should the barking to start back up.
- The other violation relates to piled up trash on a property located on Cedar. Letter was sent on March 13 with a response to correct the violation by March 20. A follow up letter was issued on March 29 as the offender has not responded to the initial letter.

Discussion about the burnt down trailer house. Clean up has started. 2 property owners with tractors volunteered to help clean up when dumpster was present. The volunteers are now unavailable. Board is trying to find other volunteers to help out the property owner.

#### Corey Maish, TA - PMR

Nothing new to report.

#### **Legal and Insurance** – Phil Williamson, TA

##### Legal

An inquiry was made from a Villager to purchase an outbuilding left by some squatters over in Posy Mountain. A letter was sent to our lawyer seeking the proper way of making this happen. Will be attending court on Wednesday.

##### Insurance

Nothing new to report

#### **Library** – Mary Gray, TA

Nothing new to report.

## **Parks and Recreation** – Corey Maish, TA (John Buhr)

### Rec Center

The pool renovation project will continue to be worked, even though the liner installation has been completed. There are still several scope areas that will be refreshed in addition to the annual clean-up, that is scheduled for May 20, 2017.

### Targeted April Projects/Purchases

1. Fencing materials to rebuild the pump area fence and gates plus add a gate to the propane tank and gazebo.
2. Purchase picnic table frames
3. Concrete paint for pool area retaining wall
4. Purchase electric pool cleaner
5. Various materials to replace rotted wood and access door
6. Electrician to get pool lights operational
7. Deck paint and painting materials
8. Start power washing and pool side exterior building cleaning

Assessment of the tennis courts will also be made including reaching out to the players that use the courts for assistance as to renovation and wind screens etc.

## **Political** – Ben Hebert, TA

Nothing new to report

## **Property & Marketing** – Ben Hebert, TA

Still working on the website. Going to review billboard contract trying to come up with new marketing ideas i.e. advertising at boat and home shows.

## **Roads & Maintenance** – John Buhr, TA/Jon Testut, TA/Randy Haley, TA (PMR)

### John Buhr, TA (Lead)

Jon and I continue to meet/communicate with BC roads. The re-paving of Pine has been rescheduled to start April 4, 2017, however is contingent upon favorable weather conditions. The manhole cover risers have been installed by LBVS&W, which was a required first step. Although there have been delays, we expect this project to be completed in April. We will continue to follow up on the culvert installations that we reviewed in both Posy Mountain and LBV.

In addition, there have been several recently installed traffic signs and the list that we provided for signage has been completed.

### *Active Initiative:*

Development of a LBV roadway assessment study. This study will identify maintenance priorities, hot spots that we need to watch and project areas that may or may not require BC engagement. This will be a forward-looking roadway plan that will cover several years.

### Jon Testut, TA

- Dich Bank mower listed on Craig's list; several calls; some scams/ *taking off for couple of weeks then put back on.*
- Woodmaxx WM-8H PTO chipper received, assembled, and operating excellently. Replaced tachometer(NC); advised care to be taken in operating procedures referencing blade sharpening. Local sharpener suggested.
- Replaced truck tires (6)
- Suggest pre-season maintenance check on all equipment (fluids; tightening; sharpening)
- Delay in delivery of road grader (PMR) (Driver/weather)

### Randy Haley, TA (PMR)

E-mail was sent to Judge Moehring about whistles in the Posy area. As of 04-03 I have not had any response from anyone from the County.

Sent e-mail to Glenn Dettmann, about schedule for grader. 4:30 pm, 04/03 grader arrived, Glenn took position and ask if he could "get reacquainted with the grader, we discussed certain roads and I left.

Have discussed with Glenn if Tenderfoot too is wet, will work on drying road and draining the road, he will be free to

work on any road in Posy that needs repair.

Ken has said he would try to have his dozer in the area, during this time to try and help. Also, later this week I may do the first try of burning the brush pile.

I have requested Ben to bring the overhead trimmer over to insure the limbs are back far enough so that we do not damage any of the trucks. I believe that is all I can answer to right now. Will give updated version late Friday.

**FRIDAY UPDATE:** Wednesday was a bust either heavy rain or pesky rain on and off all day, no work completed.

Picked back up Thursday, Glenn and I drove the roads and discussed what could or could not be done, he touched up a few roads and held back until Friday or possibly Saturday to do others, too wet, needs to air some.

Ben was in China Hollow most of the day harvesting gravel from what Ken and I had managed to push down last year and rock from out of the creek bed area, brought 10 loads over, maybe more. Jason was in the truck moving gravel from one place to another, unloading in the road on Tenderfoot near the mud pit.

I was on my tractor and would pull the pile back and spread it some, during the time he was gone I would go to the back of the "pond/mudpit and dig out the dirt. I was able to dig out an area about the width of my front bucket 12 inches deep and about 30 feet long. I then broke into our standing water on the road and was able to re-direct most of the water off the road so it could dry out.

Plans for Friday will be the same for Ben and Jason. Glenn will again try to do any roads available, issue with the roads and grader is it tears up the roads really bad when they are real wet. I will be in the back area again trying to remove more dirt to drain the water on off and give Glenn some place what he scrapes off to go. Have discussed a possible Saturday work day since we lost Wednesday.

**SUNDAY UPDATE:** Last time I talked with Glenn the thought would be to check the other roads again if we do not get rain this weekend, will turn it over to Williams can come to pick it up, have only put around 20 to 25 hours on it due to the over wet conditions. I do thank John Buhr and Jon Testut for coming out and actually seeing the challenge we were up against.

We decided to call this **Phase 1**, we used Ben and Jason to move rock from China hollow while Glenn was on the grader, was too soupy to take the grader into the corner area. We went to the lead in areas and other roads we thought he could help. I spent most of the week excavating mud out of the corner area. I had Ben take a break from harvesting stone from the China area and we teamed up on Friday and Saturday to work on removing the mud that Glenn was moving.

We went down about a foot and removed as much mud as we could, looked like a ballet with 2 tractors and a grader working together in a small area and no one got hit. Friday afternoon we had pulled the dirt out of the area and was in piles or spread out on the property Ken owns and I believe the Johnson's

We then dug out an area that was really soft and deposited the blocks and concrete from the house that burned in the Village. A second hole was dug in another wet area and the remainder was put there, the capped with 5 loads of gravel from the China area and filled around the concrete setting us to be ready for **Phase 2**. Ben will be bringing in more rock from China area in the next couple of weeks as weather and other duties allow to make sure the area will support a full dump truck, when we do start **Phase 2**.

**Security Patrol** – Phil Williamson, TA

Nothing new to report

**PMR:**

*Reported by Randy Haley:*

At approximately 10 pm I received a call from Jason Hawn, someone was on Tenderfoot, tearing things up. He asked if we would prosecute, my answer was yes and ask him to call the Sheriff's office as he went over from the back side and I came in from Posy Mountain road.

Upon arrival, I found four gentlemen and 1 red Chevy pick-up stuck on a crossover path on property owned by Americo Torres, and a taupe colored Tahoe checking to see if they could pull the other pick up out.

Jason and I let them know they were on private property, there was purple painted post marking it off, they said there was none where they came in at, I ask each if they owned the property and the answer was no. Deputy arrived, and got information from the driver of the red truck.

The deputy, Jason and I agreed to let them go with a warning with the stipulation to pass the word that Posy was off limits to this type of destruction and anymore would get charged with trespassing, destruction of property, their vehicles would be impounded and we would seek damages of \$1000.00 to cover the road or property repair.

We showed them how to get their truck out, took them to Jason's house and helped them change a flat. They again apologized and said they would not be back and would spread the word that we had had enough. Arrived back home at 11:30.

### **Social** – Mary Gray, TA

We had 61 in attendance for the Italian Dinner. The committee donated \$200 to the NEBCO Fireboat fund. The Social Committee is scheduled met on April 4<sup>th</sup> to work on socials for the remainder of the year.

### **Upcoming Social**

The Second Wind Band will host a Spring Fling & Dance. on May 20<sup>th</sup>. Everyone is asked to bring heavy appetizers to share. 6:30-7:00 social hour, 7:00-9:00 p.m. music/dance.

### **Tech Support** – Jon Testut, TA

- Continued progress on EMS Communications Tower
- Working with CenturyLink to provide more efficient and economical telephone/fax/internet services.
- Continued efforts to simplify and modify keyless locks procedures.
- Upgrading security cameras software in Community Building.
- Re-purposing surplus office computer for additional station in Community Building lobby

### **Water & Sewer Liaison** – Ben Hebert, TA

Nothing to Report

### **Old Business (Status Update):**

#### **New Business:**

#### • **Purchaser Position for Roads & Maintenance** – John Buhr

Proposing to establish a "Purchaser" for centralizing purchases of tools, equipment and selling surplus equipment etc. As needs and requests are identified they will be vented, evaluated, researched, and acted upon by this position. The requestor will be responsible for identifying the "charge to Account Code" and maintaining budgetary responsibility as an element of the final request and report impacts to the Board.

The "Purchaser" will keep track of i) requests, ii) conduct research as necessary reporting findings and recommendations, and iii) complete the actual purchase/sale. This will be a one stop shop.

Normal operational consumable items (fuel, free stock etc...) will be purchased as needed independent of this position, with budgetary responsibility rolling to the responsible TA.

The objective is to centralize purchasing for improved controls, reduce duplication of efforts, and elevate qualifying purchases for more visibility. Once established and after a start-up period this position could be expended to a wider range of purchases i.e. bulk purchases, repetitive services etc.

Jon T appointed as Purchaser Position.

#### • **Request for additional use of Village Hall, Conference Room** – Mary Gray

Our revised rules for the use of the Village Hall private users are limited to 4 functions per year in order to make the facility available to the maximum number of members. Requests for extended use require approval by the Board of Trustees at an official meeting.

I have received a requested from Karen Launderville requesting to use the conference room for the New Meadowbrook Extension Club (NMEC) for their meetings. Karen is President of the club. They are requesting the 2<sup>nd</sup> Wednesday of each month, 2:00-4:30 p.m. After checking the calendar there is not a conflict at the time she has requested. The club is involved in community projects for our community such as the fire department and the Turkey Shoot. I will provide copies of her request at our upcoming board meeting.

A motion was made to allow NMEC to use conference room 2<sup>nd</sup> Wednesday of each Month.

M/S/C Phil Williamson/Corey Maish /Unanimous

• **New Flag** – Mary Gray

The flag in the front of the building is shredding and we need to replace it.

The current flag was purchased in 2014 and cost \$73.00. Tamy is checking on the cost of a replacement.

Replacement cost will be \$89.00.

Jon will check into a solar light to keep on Flag all night.

• **Approval for Spending** – Phil Williamson

Last year, I believe it was during the April Board Meeting, there was a motion to allow Trustees to spend up to \$300 per month without Board approval. Given the current state of the overall budget, income and expenses, I am recommending that there be tighter controls on monthly spending. Thus, removing the \$300 per month and before anyone spends money, the Board should be made of aware the request and the Trustee will need to get approval to do so. This can be accomplished via email notifications. For example, Mary mentioned in her Trustee Report, she would like to purchase a new flag for the Village Office. Research is underway to determine the overall costs of the new flag. Mary would need to let us know which account the expense will be applied to and how will it impact her budgeted expense for the month. She will be asking for approval the next Board meeting.

We should let others know before spending.

• **2 New ACC Members need Board Approval** – Jon Testut

2 volunteers would like to join the ACC Committee, John Niernberger and Hugh Fenner. I would like the board to approve their appointment to the ACC Committee.

A motion was made to accept John Niernberger and Hugh Fenner appointment to the ACC Committee.

M/S/C Phil Williamson/Randy Haley /Unanimous

• **Covenants change**

The Covenants need to be updated to reflect the hunting changes for PMR.

**Recognition of Visitors & Visitor Comments (5 Minutes Allotted)**

A motion was made to adjourn.

M/S/C Ben Hebert/Phil Williamson /Unanimous

Adjournment at 8:50pm

**The next Board Meeting will be May 8, 2017.**

\_\_\_\_\_  
John Buhr, President

\_\_\_\_\_  
Jon Testut, Vice President

\_\_\_\_\_  
Phil Williamson, Secretary/Treasurer

\_\_\_\_\_  
Mary Gray

\_\_\_\_\_  
Randy Haley

\_\_\_\_\_  
Corey Maish

\_\_\_\_\_  
Ben Hebert