

BEAR PAW SERVICE DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
July 2, 2011 – 9:00 AM

Directors Present: Jack Smith, Dave Jacobs, Jim Awbrey, Dave Black, Arthur Lecours & Jim Kelley
(Randy Barton BPSD Manager)

Directors Absent: Ron Taylor & (Chrissie Howard, Business Office Manager)

Others Attending: See attached list (Attachment #1)

Call to order: Jack Smith called the meeting to order. Mr. Smith began the meeting stating he is glad to say he feels like we have accomplished a lot this past year.

Reading of Minutes:

Mr. Smith asks the board if there are any objections to suspend the reading of the minutes and accept them as they are presented. Mr. Lecours makes a motion to accept the minutes as presented. Jim Kelley seconds the motion. Motion is unanimously carried. Mr. Lecours read the letter from Cherokee County Board of Commissioners appointing the Bear Paw Service District Board of Directors, as recommended by the Homeowners Association. Dave Jacobs made a motion to accept the same slate as the Homeowners Association. Dave Black seconded the motion. The Board unanimously accepted the motion. Jim Awbrey made a motion to motion to make a correction to the previous minutes. Under roads the sentence stating that asphalt is up about 10 cents is changed to 10 %. Dave Black seconded the motion. The Board unanimously accepted the motion.

Financial Report: Mr. Jacobs presents the financial report as follows:

Signature cards signed for the bank will not be needed this year as we have the same officers as last year. Mr. Jacobs discusses the total income on the financial report and notes that there is not a donation from the HLPOA this year as of now. Mr. Jacobs also states that our revenue is over budget and our expenses are under budget for the fiscal year. Mr. Jacobs proceeds to go over the list of budget amendments. (see the attached list of budget amendments) Mr. Jacobs states that there is \$13,500 in surplus funds. He proposes to move \$800 into Clubhouse Maintenance and carryover to 2011/2012 roads paving of \$12,700. Arthur Lecours makes a motion to accept the budget amendments as presented. Jim Kelley seconds the motion. The Board unanimously accepts the motion. Mr. Jacobs states that this will give us more to work with when paving begins in the fall. Mr. Jacobs also stated that we did not spend as much on spring repair of the roads as we had to the year before.

Manager's Report: Mr. Barton presents the Manager's Report as follows:

Clubhouse: Mr. Barton stated that Elliott Bros. has installed a Mitsubishi 2.5 ton mini-split ductless A/C in the upstairs of the clubhouse as of July 1. A ramp has been concreted for easier access to the mailboxes. The repair work on the skateroom will begin in late July, when Wayne Roberts is available. When this work begins, Mr. Barton will have Wayne repair some of the siding that has been blown off by the recent storms. Mr. Barton will get estimates on repairing the outside entrance to the upstairs of the clubhouse and repair work on the sign at the entrance. The Ladies Auxiliary has purchased four more picnic tables for the clubhouse.

Pool: Mr. Barton stated that Cherokee County Health Dept has made their unannounced inspection of the pool this summer and we passed all requirements. Mr. Barton stated that CCHD had a list of recalled VGB main drain and equalizer covers; ours was not on the list. Mr. Barton stated that he was looking into the unauthorized use of the pool and taking steps to enforce the pool policy. Mr. Barton told the Board that video surveillance signs have been posted at the guardhouse, pool and restroom entrance areas.

Zoning: Mr. Barton said that several projects are now completed, 2 new homes under construction at present.

Roads: Mr. Barton stated that he has contacted some property owners about run-off from their driveways and for them to take action to repair the problems.

Insurance: Mr. Barton stated that the Service District received a refund of \$847.73 from Farley Ins. This refund was for the remainder of the "Directors and Officers Liability" which was paid up through May, but was renewed by Valletown Ins in Feb. 2011.

Roads: Mr. Awbrey presents the Roads report as follows:

Mr. Awbrey states that he has reviewed the road priority set at the last meeting. He states that the list will be reviewed again before paving this fall and that there could be some changes in our priorities. At the last meeting Mr. Awbrey said that Ridgewood is the longest area that needs paving. Lonesome Pine, Wildwood and Big Rock are also in need. Mr. Awbrey says that he knows of another increase of asphalt since our last meeting. He hopes that the price of fuel oil goes down by this fall so we could get a decrease in the price of asphalt by the fall. Mr. Awbrey said that he has discussed with Tyler Jenkins the use of gravel verse the use of crusher run gravel. Mr. Jenkins told Mr. Awbrey that he could not get as much coverage from crusher run but that it wouldn't wash as bad either.

Unfinished Business: Mr. Smith asks if there is any unfinished business to discuss. None at this time

New Business: Mr. Jacobs states that we need to add one more requirement to our checklist for a Zoning Certificate and the Guide to Building in Bear Paw. He recommended that: 1) the property surveyed by a licensed surveyor; 2) Provide a copy of survey to the Zoning Administrator with the surveyors seal; 3) The boundaries of the property need to be clearly identified by the surveyor with stakes and ribbons; 4) those stakes and ribbons must stay in place throughout the construction process until the Certificate of Compliance is issued. Mr. Jacob made a motion to accept this recommendation. Mr. Awbrey seconds the motion. The motion passes unanimously.

Mr. Lecoures states that the guards are the first people that residents and visitors encounter when coming into Bear Paw. He stated that some have complained about a guard that is smoking, shirt out, general appearance not up the standard. He states that basic appearance is a requirement for the job.

Announcements:

Adjournment: Mr. Smith makes a motion to adjourn. Mr. Lecours seconds the motion. Motion is unanimously passed.

Date

Arthur Lecours, Secretary

Next Meeting: Saturday, October 8, 2011, 9:00 a.m. BP Clubhouse

***Attachments:**

Attachment #1 Speaker/Sign-in Sheet

Attachment #2 Budget Amendments

Attachment #3 2011/2012 Budget

