

**MINUTES OF THE ANNUAL MEETING
OF**

South Potomac Valley Property Owners Association, Inc.
P. O. Box 435
Levels, WV 25431
October 5, 2002

The Annual Meeting of the above corporation was held on October 5, 2002, at Levels Chris Fischer's Home. Chairwoman Angela Asbury called the meeting to order at 1:00 p.m.

Board of Director members were:

Angela Asbury, Chairwoman
Charlene Pietra, Vice Chairwoman
Christ Fischer, Treasurer
Doug Lombard, Member at Large
Nathalie Mundell, Secretary

Reading of Secretaries Minutes

Secretary Mundell read the minutes of the February 6, 2002 board meeting, April 27, 2002 board meeting, July 20, 2002 board meeting, and September 14, 2002 board meeting. The minutes were approved and seconded by the members at the meeting.

Chairperson's Report

Angela – We have been trying doing the roads as a need basis. Those lump sums do not come out of the treasurer like \$6,000.00 at a time. As difference areas need to be done they will be done. We are not going to wait until July 2003 and do all the roads. They will be done as needed and everything will not be on the treasurer.

We got three bids, which we will go into later about cutting the trees. I got the South Potomac Valley sign, which will go down at John Miller house right at Potomac Overlook. Because people are cutting thought there. That sign will say this is our Association. I got the Big Buck sign, which Rogers is going to put up, and, somebody stolen our sign, at the gate.

We have decided an Attorney for the Association for mainly for people who don't pay there dues and he will send them a letter. He charges a \$100.00 an hour. Which is pretty fair. He will send them a letter and then they will send him a check for the amount of money they owe us.

Treasurer's Report – Audit Report

Chris Fischer said we have about \$5,000.00 in the bank and I have filed two court papers against two peoples Mr. Morris who owes us money for the past 10 years. I went to the Courthouse to see if we can auction the land off. The court told me we couldn't do that. Mr. Morris owes us about \$1,400.00 all together. If Mr. Morris does not make the payments it will cost him court cost and all the money he owe us. I will write him one more time and tell him we want the money in 30 days or else it will go to court.

Angela – We spoke to Chris Davis about Mr. Morris and he said that he doesn't understand why Sharon told me that we could not sell the property. We can sell the property under a special warrant.

Chris – We have to go to Circuit Court and we can get the attorney to handle it. There is another person who owes us money for the last three years and that is Bobby Lee. He said that he put gravel down last year and take the money out of his fee. Chris said no you couldn't do that. Dues and the work he did for us are two difference situations. We got a bill from him for \$400.00 and we paid that bill. He owes us over \$330.00 including late fees. We will get the money that he owes us.

Chris – We have around \$5,000.00 in the bank and I got an Audit Report. Which Rip audits the books and everything is fine. All the money is there.

OLD BUSINESS

Angela – Old Business, which will be roads which like I said, would be doing on an on going basis. Does anybody have an old business they would like to bring up?

Tom Masarick - I guess I have a question. I did talk with Mr. Stultz a month or two ago about the roads. Are we happy with the roads?

Angela – Yes. Mr. Stultz isn't. But we are. We did Apple Court, which has not been done in 10 years. And the Colin Sack is back in. We did John and Juanita's fence and the gate was taken down. And we finish it all the way back and put new gravel down.

Tom Masarick - I did hear about whom we had to removal the snow and remove the gravel.

Angela - Yes we did. We asked the man to raise his blade. Because he is not use of doing stone. And he said he would do better this year.

Doug – We are not putting the gravel on heavier this year and running the gravel a lot better. This year we are doing well because we are spreading it thinner.

Angela – Drainage is a big problem and that what we are trying to address this year. On hills we are going with the larger stone and flat areas we stay with the other stones.

NEW BUSINESS

Angela – We want to get the sides of the roads trees cut back. We have gotten threes bids and one is Frank Jenkins and Paul Smith who will cut 6 feet back on both sides of the roads and remove all vegetations and tall grass and branches for \$1,200.00 all the associations roads. The only thing we need to get from them is a time scheduled. I got another bid for \$3,200.00 to do all the trees near the roads and he has a chipper and he did it \$1,200.00 two years ago for us. He did a very good job. Then I got another bid for \$8,200.00 and he has a truck to haul it away.

Charlene – The \$3,200.00 is license and insurances and Mr. Smith and Mr. Jenkins are not. The board doesn't have liability if somebody while they are working there we cannot be reasonable. If you have a license and insurances that a plus. It is cheaper if Mr. Smith and Mr. Jenkins can due it, but if they get hurt they will be responsible for there own medical bills.

Angela – Get a waiver and get it notarized for Mr. Smith and Mr. Jenkins. (Personal Liability, Injuries to workers and Damage to personal property. The agreement I (we) to agree to hold harmless the South Potomac Valley Property Owners Association of any and all responsible occurring while bush hogging and branch trimming of shoulder of all SPVOA Roads. The above mention responsible is: Liability for personal injuries to workers and damage to personal properties. Dates, names, and be notarized of persons involved Mr. Paul Smith and Mr. Frank Jenkins.

Tom - Is he a subcontractor?

Doug – No he is not. As far he is bidding on this job. He is not a subcontractor. He doesn't have licenses. You need a License to be a contractor or subcontractor. Why don't we get some of the people who live here who want do the work and pay them to do the work? And they live here.

Angela - The Association has a liability policy and doesn't include people who are working with us. It has to do with the boat ramp if somebody gets hurt. If Mr. Smith and Mr. Jenkins get hired they are not covered by this policy. The liability policy is \$275.00 a year.

Chris -- We have a legal paper and we could go with Mr. Smith and Mr. Jenkins to do the job.

Angela -- Can somebody make a motion?

Tom -- I make a motion that the board handles the decision.

And motion was second.

Angela -- All in favor of motion being passed.

All members at the annual meeting passed motion.

Angela -- Under new business I understand that you have some reports on animals.

Mr. Smith -- Yes. We have some problems with the Leash Law. Hampshire County Dog Control Ordinance -- Hampshire County Ordinance Number 4. In Section II says Restraint of Dogs by Owners. Copies of the Leash Law were handed out to all who attended.

Charlene -- Every member should have a copy of the Leash Law.

ELECTION OF VICE CHAIRPERSON

Angela - Mr. Matthews Would you agree if I elected you to be Vice Chairman.

Mr. Matthews -- I don't want to become a board member. due to some circumstance.

Angela -- Who would like to be Vice Chairman? Nobody wanted the Vice Chairman

Charlene -- I will stay on and when we mail the Leash Law to everybody we can ask who wants to be Vice Chairperson

Angela -- Sounds good. Does anybody have anything to add?

Charlene -- I do. We have had a couple of emergencies here in the valley though the years and I personally have made some phone calls and had problems with dispatch to get the Volunteers Fire Department down here. My husband is ill and the response time is around between one a half-hour to two hours. So I have been doing some checking around Levels Fire Department and they have an ambulance and all they can do is First Aid. I talk with Lambert Ambulance Service, which is a pirate company, and they said the response time is about 25 minutes and when they get here, they will take care of the call to the Volunteers Fire Department

Smith -- Went could the copper be called to assist?

Angela -- The Volunteers Fire Department makes the call.

Smith - I have a First Aid Card and I live here and I will be willing to help out if needed.

Mundell -- I also have a First Aid Card and a CPR Card from the Red Cross. I work as a GSA Security Officer and every year I have to go to training to update my CPR and First Aid Cards. I can help out, but I don't live here I come every once in a while and to the board meetings.

Doug -- I also have an emergency medical technician and public health first aid Red Cross.

Angela – Also every year Springfield Fire Department sent out notices they will come and you pay them \$20.00 a year and they will put you on a list. If you call them they will come.

Chris – We got these chairs from the Fire Department and we should give them something around \$25.00.

Angela – Yes we can give the Fire Department \$25.00 for using the chairs.

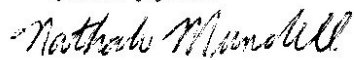
Tom – Motion that we give \$25.00 to the Fire Department for the chairs that we used.

Nathalie – I second the motion and the motion was passed.

Angela – Meeting adjourned.

Meeting adjourned around 3:05p.m.

Respectfully yours



Nathalie Mundell

Secretary

SPVOA