

SOUTH POTOMAC VALLEY  
PROPERTY OWNERS ASSOCIATION INC.  
PO BOX 45 LEVELS, WV 25431

November 10, 1994

BOARD OF DIRECTORS MEETING 10/29/94

BOARD MEMBERS PRESENT

John Miller, Chairman  
C.W.W. Stultz, Vice Chairman  
Chris Fischer, Treasurer  
Peggy Llewellyn, Secretary  
Charlie Surber, Board Member

GUESTS PRESENT

Juanita Wolfe  
Buck Llewellyn  
Frank Jenkins

Meeting was brought to order at 12:00 noon at John Miller & Juanita Wolfe's residence.

John Miller recommended that we correct our mailing address. All mail should be sent to PO BOX 45, Levels, WV 25431.

Chris Fischer stated that Bob Koslow is giving all association mail to him.

John Miller recommended that secretary collect all mail and redistribute to appropriate Board Members.

John Miller brought up snow removal policy. Chris Fischer stated that we need to have snow removed whether you or we live here or not.

C.W.W. Stultz suggested we have a contract by the hour. Driveways are property owners own responsibility. Main Roads are the association's concern.

Charlie Surber suggested the contractor have insurance.

C.W.W. Stultz said that Buck Llewellyn can use Stultz's equipment to remove snow. Buck Llewellyn agreed to this.

Unanimous agreement.

John Miller suggested getting a filing cabinet for secretary and treasurer's records. Buck Llewellyn has a filing cabinet that he will donate.

John Miller brought up procedure for BOD meetings. It was agreed to that meetings are only necessary every 6 months with the exception of emergency meetings.(Road Work, etc.)  
Minutes from BOD meetings are to be sent to board members for approval and



returned to secretary before being sent to members.

John Miller brought up the letters from Marvin Miller and Mr. Dennis. C.W.W. Stultz stated that he ran the elevation on the ditch at Marvin Miller's and there is a 2ft. drop.

John Miller is to respond in writing to Marvin Miller.

Mr. Dennis's letter about boat ramp, C.W.W. Stultz stated that he will have equipment here and will fix the boat ramp.

Unanimous agreement.

John Miller is to respond in writing to Mr. Dennis

Chris Fischer has obtained 3 estimates for audit for one year, two were for \$700.00 to \$800.00 and the third for \$200.00 by his own CPA.

Motion made by C.W.W. Stultz to have an audit made for \$200.00, seconded by Charlie Surber. Unanimous yes vote.

Chris Fischer will send copies to board members.

John Miller recommended that approval be made so the treasurer can pay standing bills (Insurance, IRS, etc.) Discussion.

Unanimous approval.

John Miller suggested that road dues not be considered past due until payment is one year late.

C.W.W. Stultz stated that this may affect our revenue base, dues should be past due at 6 months. Chris Fischer stated that a second notice be sent out.

Unanimous approval.

Treasurer must post \$100.00 bond for collection of any monies for persons that reside out of state.

Chris Fischer is to call Kenneth Morris concerning past road dues and advise him of the correct address. Treasurer has received \$100.00 bond.

**\*Mr. Morris will make payments. (C.F.)**

Treasurer has dismissed case against Michael & Patricia Grimmatt as payment was received. Treasurer has received \$100.00 bond.

Chris Fischer brought up that he has bought lot 18 with a free and clear deed. Bob Koslow told him that road dues have not been paid on lot 18 for 3 years.

Discussion followed.

Juanita Wolfe stated that if there was no lien on property the new buyer is not responsible for someone else debt. This was brought up at another meeting and the new buyer doesn't have to pay.

Board agreed Chris does not have to pay past dues.

#### ROADS

Chris Fischer has already received two bills from Petroleum Equipment for \$3700.00, the grand total on the statement of work is \$2800.00.

C.W.W. Stultz stated that Petroleum Equipment did a good job the first time they did work for us. They came back this time, had a sketch for culverts, grading roads, etc., they have had the guidance needed to produce and give us what was contracted for. C.W.W. gave the sealed bid to Bob Koslow two weeks prior to opening bids. The bottom line Grand Total was for \$2800.00. C.W.W. spoke to the superintendent for P.E. C.W.W. stated that the rip rap is too big and this is not a good job, he will not indorse payment until work is finished. P.E. will be back, probably as early as this wednesday to straighten out the mess on the sides of the roads, clean up, and straighten entrances on culverts. P.E. will work with C.W.W.

Charlie Surber asked if P.E. is going to regrade and reseed the main drive and the big culvert, across from the river access, and clean up brush piles on properties? Charlie stated that there is also a culvert on his property they didn't touch.

\*The culvert is on association property by Mr. & Mrs. Pietra's lots.(C.S.).  
C.W.W. responded "yes".

Discussion followed.

Juanita Wolfe asked if P.E. is to do everything on the bid list does that include more pipes? When the BOD already voted no pipes. (4/30/94)

C.W.W. stated that the pipe removed below Fred Adams property was put together with building paper and wire and had gaps, this was not a good job. Apple Court doesn't need a pipe installed at entrance.

All BOD Members are to approve road work and sign bill before being paid.

Charlie Surber ask where is the contract Mr. Stultz was to present at this meeting. We cannot pay the bill without a contract.

No contract was presented.

John Miller ask C.W.W. to get a contract. He agreed to do this.

Future work to be done on roads. Tom Dee is to present protocol for future road work.

C.W.W. commented that Big Buck Rd. (Bald Knob) is steep and difficult to drain. He will get a plan, TR 55 procedure/standards for water disbursement in writing to show us how much this plan will cost. Charlie Surber noted the 15 ft easement for weep offs.

John Miller brought up the road outside of our association, they need worked on again.

C.W.W. recommended that a letter should be written to all parties using access road, regarding the road maintenance.He stated we should pay our fair share. A letter from the association will be written to all requesting a joint meeting concerning this matter.

French's Neck East  
South Potomac Hills  
B&B Hunt Club (Corn Field).

John Miller will contact the above appropriate parties in regards to this matter.

Chris Fischer made a motion that the case against John Miller be dropped.  
Charlie Surber seconded.

General discussion.

Unanimous yes vote.

Chris Fischer will contact the appropriate personnel to take care of this matter.

Chris Fischer stated that we need to start new, take care the valley, stop nit picking and keep things simple.

Chris Fischer recommended that the case against Bob Koslow be dropped. The money is all there. Bob made a mistake and he admitted it.

Charlie Surber made a motion that the case be dropped.

Chris Fischer seconded.

Charlie Surber stated that he did not want to go along with prosecution/and or criminal investigation in the first place.

Unanimous yes vote by BOD.

#### BILLS PAID

Chris Fischer had a bill for Romney Stone Quarry for \$1694.11, (partial payment) Levels Fire Hall for \$50.00, secretary fees and reimbursement for John Miller for \$150.00. (\$100.00 for secretary, \$50.00 to John Miller for reimbursement, money paid to past secretary.)

C.W.W. Stultz made a motion that the meeting be adjourned.  
John Miller seconded.

Motion denied, further topics to be discussed.

John Miller brought the subject about road repair for Extension of South Branch Rd. (Smokey's Road) to Glaze Property (Corn Field). Tabled until Phase II.

Meeting adjourned at 1:15 pm.

If you have any concerns or questions, please call, 304-492-5657.

Respectfully submitted,

Peggy Llewellyn, Secretary

**\*Minutes as approved by Board of Directors.**