

**Buckskin Heights Road Association
Meeting Minutes for November 2016**

Tuesday, November 9, 2016
Weber's Residence, Otter Road

ATTENDANCE

Present: Airn Hartwig, Paul Hesson, John Niesel, Kevin Stewart, Sue Weber

Absent: Fr. Don Willette

Four community members were also present:

Allen Heese

Ruth Heese

Kathy Hingten

Mary Ann Long

CALL TO ORDER

The meeting was called to order at 7:10 pm.

It was declared that a quorum of five active members were present.

Paul Hesson reviewed the agenda for this meeting:

1. Election of Officers
2. Treasurer's Report
3. Advisory Committee update
4. Fall grading
5. Pothole patching
6. Research of alternatives to recycled asphalt

ELECTION OF OFFICERS

Kevin Stewart shared with the Board that current demands on his time will prevent him from devoting the time required by the Vice President position.

Airn Hartwig resigned as Secretary, and formally offered to perform the duties of Vice President. Her appointment to the position was approved by the Board.

John Niesel resigned as a Member-At-Large, and formally offered to perform the duties of Secretary. His appointment to the position was approved by the Board.

Kevin Stewart was appointed as a Member-At-Large.

TREASURER'S REPORT

Sue Weber reviewed the Budget Update report, dated November 9, 2016 (see attached for the Treasurer's Report). The report shows a remaining balance of \$3924 available from the 2016 dues and 2015 carry-over balance.

ADVISORY COMMITTEE UPDATE

Paul Hesson shared the results of the first meeting of the Advisory Committee, which met on Monday, November 7, 2016.

After the Board heard input from the community members in attendance, the Board voted to accept the Advisory Committee's recommendations.

FALL GRADING

The Board agreed to arrange for the grading/scraping of Otter Rd as soon as possible by approaching Jerry Campbell to see if he is able to do so. If time and weather permits, Jerry might be asked to work on roads above the gate as well.

POTHOLE PATCHING

The Board discussed the need for patching potholes in the existing recycled asphalt that has hardened, and the inability to grade those areas with a hardened surface.

The Board discussed having Jerry Campbell spread one load of recycled asphalt over the potholes on lower Otter Rd.

RESEARCH OF ALTERNATIVES TO RECYCLED ASPHALT

The Board discussed findings and thoughts on the benefits and detriments of applying a binder/dust suppressant chemical to areas of the road that contain fine sediment.

The Board agreed to proceed with further investigation into conducting such a test in 2017, with Airn tasked with collecting more information and data on the binder/dust suppressants that are available.

The meeting adjourned at 8:30 pm.

Respectfully submitted,
John Niesel, Secretary

Buckskin Heights Road Association Budget Update 11/9/2016

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F	G
Category	2015 Actual	2016 Approved Budget	2016 Actual To Date	2016 Budget Remaining (Budget- Actual)	2016 Projected Expenses & Income 9/15/16 to 12/31/16	2016 Projected Total Expense & Income
Bank Fees	\$0	\$0	\$6	\$6	\$0	\$6
Gate Maintenance	\$402	\$150	\$374	\$224	\$0	\$374
Grader Operator	\$5,933	\$5,334	\$7,860	\$2,526	\$1,490	\$9,350
Emergency Expenses	\$0	\$0	\$1,200	\$1,200	\$0	\$1,200
Grant Expense	\$2,475	\$0	\$9,915	\$9,915	\$0	\$9,915
Insurance	\$1,126	\$1,150	\$1,155	\$5	\$0	\$1,155
Legal/Financial	\$70	\$100	\$22	\$78	\$0	\$22
Mailings	\$185	\$200	\$82	\$118	\$0	\$82
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Road Base	\$13,065	\$20,000	\$15,647	\$4,353	\$1,490	\$17,137
Homeowner Road Base	\$0	\$0	\$2,095	\$2,095	\$0	\$2,095
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$50	\$0	\$50	\$0	\$0
Expense Subtotal	\$23,255	\$26,984	\$38,356	\$11,372	\$2,980	\$41,336
Dues & Late Fees	\$24,925	\$22,750	\$22,990	\$240	\$110	\$23,100
Interest	\$2	\$1	\$1	\$0	\$0	\$2
Grant Income	\$2,475	\$0	\$9,915	\$9,915	\$0	\$9,915
Remote Control Sales	\$274	\$96	\$128	\$32	\$0	\$128
Homeowner Road Base	\$0	\$0	\$2,095	\$2,095	\$0	\$2,095
Emergency Donations	\$0	\$0	\$1,735	\$1,735	\$0	\$1,735
Other	\$0	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$27,675	\$22,847	\$36,865	\$14,018	\$110	\$36,975
Cash Flow Balance	\$4,420	(\$4,137)	(\$1,491)			(\$4,361)

Grader Operator Expense

Road Base Expense

2016=about 60 loads @\$310/load
2015=43 @\$300; 2014=64(54+10HO) @\$255;
2013=56 @\$235; 2012=51 @\$275;
2011=33(25+8HO) @\$220; 2010=43 @\$210

Dues Income

In 2016, 66 of 67 properties (62 of 63 owners) paid dues at \$350/yr, 99% compliance.

Cash Flow Gain/Loss

Our targeted cash flow gain/loss is \$0 each year. However, we can sustain a significant negative cash flow in 2016 because we carried over about \$4,500 in unspent 2015 grading/roadbase funds.

ASSET SUMMARY

A	B	C	D	E	F	G
Category	2015 Actual Ending Balance	Budgeted 2016 Ending Balance	2016 Actual To Date Balance			2016 Projected Ending Balance
Checking Balance	\$5,370	\$1,233	\$3,924			\$1,009
Savings Balance	\$5,036	\$5,037	\$5,001			\$5,002
Total Assets	\$10,406	\$6,270	\$8,925			\$6,011

Projected Ending Balances

We now need a minimum checking ending balance of about \$1,000 to cover expenses in January and to avoid low balance bank fees.