

# Lake Arrowhead Property Owners Association Board of Directors Meeting Minutes

August 5, 2017

-The meeting was called to order at 9:07 by President Chris Speen.

-All board members and contractors were present except board member Kyle Stubli who was excused.

-Ron Race moved to accept the Board minutes from our July 1, 2017 meeting. Cory Ames seconded the motion and it passed unanimously.

-Treasurer's Report: Judy Race gave the board the "Profit & Loss versus Actual 2017-2018 Budget" and explained key areas. Gas well revenues have increased and we are collecting more than was budgeted. The new tractor is enabling Tim to do road repairs after downpours that would otherwise require us to hire an outside contractor. We are doing well so far with our budget. We have about \$19,000 in our Reserve fund. We paid cash from it for the pool resurfacing, new tractor, and security cameras. The Campground is doing great. The additional permanent camp sites have increased Campground revenues.

Mary moved to approve the Treasurer's report. Ron seconded the motion and it passed unanimously.

-Collection Committee: Judy reported that we haven't filed small claims in the summer because it is so busy. We will file next month. A member is challenging our late fee stating that 'we have to accept the post mark date as a received by date'. We checked with our attorney who said that the received date is the received date and we do not have to accept the post mark date. We discussed using the post mark as a received by date. No motion was made. We abide by our bylaws and charge the late fee on all those who haven't paid by June 16<sup>th</sup>. Payments are credited to the oldest charge on the accounts. Members who do not pay are not entitled to use amenities. The list of those in arrears is posted in the Office window and is updated quarterly.

-Dave reported that the gas prices seem stable for now. We do not know how long the wells will continue to produce. Judy informed us that we are budgeting less for gas revenues and she would eventually like to be able to just have those revenues for extras so we don't rely on them.

-Real Estate: Dana reported that it is a seller's market and that properties are moving. The land auction is coming up later this month. When properties are taken for back taxes, the State has the first right of refusal and then the Township has the second right to buy them. The State seems to only be interested in waterfront property.

-Roads: Chris Speen reported that we had some challenges in acquiring brine. Our previous supplier Northern Tank now has brine available. We will use them and we will continue to use Beckmans so that we have a better chance of getting brine when it is needed. The roads will be graded sometime in August. Marcia asked that Campground get some attention. Water is sitting in the roads. The Campground roads are part of the Association and should be getting regular attention. There was a complaint by member Mr. Moore who has property along Crow Trail. He contends that the ATV-two track trail infringes on his property and would like the easement rectified so that he can have access to his property and vehicles won't be on his (future) driveway. Chris and Cory will look for the property markers. We will keep the old tractor and implements for small jobs. Judy reported that the old barn has depreciated and is no longer insured. We can still use it to store equipment because our equipment is covered.

-Pool: Ron Race reported that there was one disgusting incident at the pool that required the pool to be shut down while it was cleaned. We went beyond the required protocol and the pool was soon clean and safe. The Health Inspector just checked the pool and found some minor things that needed attention: a few items were needed for the First Aid kit, a ladder needed tightening, and the building address needed to be posted. All are being rectified. The pool is currently under budget.

-Parks: Dana reported that Kyle is working with the DNR in regards to Wave boats. The basketball backboards still have not come in. It is difficult ordering things like that with a check because she can't use a check on-line. We have a debit card that can be used. Tom informed us that there is a bracket that can be used that will attach

the hoop directly to a steel plate on the pole so that damage to the backboards can be avoided. Dana will check it out. Mary reported that the easement to Elk Island now has water over a small section, limiting access. Can we get some gravel to build it up a bit? Dana will look into it. Carolyn requested improvements to the play equipment and neighborhood parks. Ron asked again that the neighborhood parks' boundaries be marked, especially by the straits area where we get complaints about a pontoon boat that is actually moored on a member's lot. Access to that park needs to be improved. The railroad tie stairs have rotted out. Ron requested that something be done to stop the "raceway" at the Main Park. A "No Motorized Vehicles" sign in the middle of the path has been effective elsewhere and Dana will have one installed. The high water is necessitating longer docks at the boat launch and at Little Bear. Dana will look into it for next year. There was a discussion about the neighborhood parks and what should be done about them on our limited budget. The consensus was that we should have a Parks "to do list" and if we can make improvements to them inexpensively, we should work on them. There were discussions on suggestions to remove dead birches; to clear part of Elk Island to make a beach; to look into stocking the lakes; and to educate members about what is a "keeper."

- Building Control: Stephen Besson reported that he has been in contact with previous Building Control chairpersons about the practices in Lake Arrowhead. Our deed restrictions and rules clearly state that members must obtain permits from LAPOA before applying for other permits for all construction. There was a discussion about some of the challenges being encountered with the building permit process. Homeowners should be submitting a detailed, accurate drawing of their proposed project and they must stake out the site. Our setback requirements are different from those of the county. To ensure accuracy in the permitting process, Tom recommends that we start by obtaining copies of the zoning permits and plot drawings so they can be cross referenced and kept on file. Stephen and Tom will work together to update our permit application form and the process. Variances may be granted by the county for some construction projects. Prior to the meeting, Stephen sent board members a photo of a fence that a member wants to erect. Our deed restrictions do allow fences in some locations and specifies that they must be of "Open Construction." The board was in agreement with the county building department and was unanimous in our opinion that the proposed fence was not of open construction. LAPOA can issue variances if approved by a panel of three people from our Building Control and if neighbors are in agreement. Ron Race recommended that we have a third person to work with Stephen and Tom to handle variance requests and he will help them choose a third person.

-Environment and Zoning: Carolyn is putting together information to inform members where they can take "junk." It can be consolidated and published in our newsletter. Stephen reported that County codes prohibit parking within 160' of a lake. He was concerned that boaters who park along the road near the boat launch might be ticketed. No action was taken on the issue.

-Campground: Marcia Schick reported that the bath house has been painted. They would like to add electrical service to the Campground Pavilion. She has two bids by licensed electricians. One of whom is a permanent camper who will donate the labor. Judy moved to approve the bid for \$1000 with permits to be pulled at our expense if necessary. Cory seconded the motion and it passed unanimously. Approximately \$1000 dollars was spent on replacing picnic tables this year. Several wooden tables were stolen from camper's lots. Painting and assembling replacements was a lot of work and Marcia would like to purchase some better (no maintenance) tables for the pavilion area. She already got permission from the board for this last year and can go ahead and buy them. They will be chained and the new security cameras should help deter thieves.

-Lake Improvement: Chris Speen reported that they received a bid for \$10,000 to fence the spoils area. He would like to have Jeff look at the area and give a scope of work to see what would be required to speed up the de-watering process. Tom moved to authorize Chris to spend up to \$1000 to hire Allied Geotechnical Services to give us a scope of work on the spoils area. Ron seconded the motion and it passed unanimously.

-Forestry: Gordon Wearsch reported that he has the Forestry Stewardship Plan that the Association purchased. He would like about 15 minutes at a meeting to give us a presentation on forestry in Lake Arrowhead. There will not be any clear-cutting. He sees himself continuing where he left off five years ago. He wants to hire a new forester to work with loggers to oversee selective cutting.

- Social: Cory Ames would like to erect a small message center where members can read about upcoming social events. The consensus was to give him the go-ahead. Cory will work with Tim on a location. The next event will be Halloween. Mary requested that he get the information in to her early for publication.
- Security Cameras: Ron reported that high resolution security cameras have been installed at the dumpster, maintenance building, and pool areas. The cameras will zoom and auto focus. There is still some work to be done but they are up and running. Thank you member Jeff Dziadula who donated his labor.
- Communications: Mary explained her newsletter process. She now has two ads for the September newsletter. Please get articles in to Mary by August 15<sup>th</sup>. Carolyn has some information on local dumps to include.
- History: Connie Stubli brought in the "Tree Farmer of the Year 1996" plaque that was given to her husband Dave who worked on forestry and planted trees for LAPOA. It will be hung in the Office Building.
- Reserve Fund: Tom Rozycki reported that the study needs updating and he will look into the renewal price. Chris reported a renewal price of \$2,900. Some improvements now can save us a lot through the years. For instance, changing out our light fixtures to LED now would reduce our operating costs enough to pay for the change-outs. We also want to take advantage of grant and rebate monies that may be available to us now.
- Contracts: Chris explained the major changes in the Maintenance Roads and Building Maintenance contracts. They will now be two contracts with two different contractors. Ron Race Sr. has agreed to be our Building Maintenance Manager for one year and will report to the board. Prior to the meeting, Judy sent the board proposed contracts for the Office Manager (Mary Davignon), Accounting Agent (Judy Race), Financial (accounts receivable) Committee (Dana Stubli), Building Maintenance Manager (Ron Race Sr.), and Roads and Equipment Contractor (Tim Wheaton). After review and discussion there were several changes that seemed appropriate. Judy explained that we took some jobs away from Tim but by keeping the money the same, Tim is effectively getting a 3% raise. Chris moved to accept the amended contracts and to include a 3% increase in compensation for the Accounting Agent, Office Manager, and Financial Receivable Contractors. Tom Rozycki seconded the motion. It was approved with Dana, Mary, and Judy abstaining. These contracts will be up for renewal in May along with the pool and campground contracts.
- Judy is completing the work to establish a line of credit at Chemical Bank.
- Carolyn will not be able to attend the October meeting.
- Adjournment: At 12:25 Mary moved to adjourn. Marcia seconded the motion and it passed unanimously.

Minutes submitted by Mary Davignon, LAPOA Secretary  
Approved October 7, 2017