

**Minutes of the Lake Arrowhead Property Owners Association  
Board of Director's Meeting  
October 2, 2021**

-After technical difficulties with Zoom, the meeting was called to order by President Tom Rozycki at 9:17a.m.

**Attendance:** All board members attended except Paul Cutting, Dave Johnston, Ron Race Jr., and Ron Race Sr. Judy Race attended part of the meeting via Zoom. Contractor Tim Wheaton attended part of the meeting, and all other contractors were excused.

**Minutes:** Dan Burroughs moved to approve the minutes of the August 7, 2021 Board Meeting as amended. Nicole Burroughs seconded the motion and it passed unanimously.

Dan Burroughs moved to approve the minutes of the September 4, 2021 Special Board Meeting. Carolyn Wright seconded the motion and it passed unanimously.

**New board member:** Tom Rozycki nominated Dick Miller to serve on the board in place of Trisha Fowler who resigned from the board. Dan Burroughs moved to approve Dick Miller for the board. Katie Warner seconded the motion and it passed unanimously.

**Treasurer's Report:** Treasurer Judy Race provided and explained financial reports as of October 1, 2021 which included account balances, and our actual vs budgeted expenses. She reported that at the request of pickleball players, an account has been formed for accepting donations for an additional pickleball court. 92% of members have already paid for 2021. We are still getting some gas well income. Judy reported that she expects our income to be slightly above what we budgeted, and that an additional \$2K came in from collections since the report was printed. The Campground income is on track. They took in more on daily rentals and less in storage than expected. Our pool went over budget by \$1K because of extra chemicals needed. Fortunately, we did not use as much propane as expected. We are already at budget for road maintenance: After tremendous rains, costs to repair our roads were between \$5-7K because we had to hire Earthworks to bring in road material and to make major repairs for which we do not have the equipment. Most of the cost was for material. Carolyn requested that in the future, Judy break down the materials and labor costs in her reports. Judy will do that beginning next year for road and equipment maintenance costs which are the big-ticket items. Any optional items are brought to the board. Insurance: We will ask Paul to report on our insurances at our December meeting. We did not change the types of policies we hold. Carolyn asked if Lake Improvement funds can be used to remove dead trees. Judy explained that legally we can do that, but it would be a board decision. She does not recommend it because we still need to restore the spoils area. Judy is confident that without any huge expenses, we will make our budget this year. Gary pointed out a possible error in the Campground section of the report on Campground heating. Judy will check it and correct it if necessary. Mary Davignon moved to accept the Treasurer's Report. Carolyn Wright seconded the motion and it passed unanimously. Judy requested that all board members think about priorities, what they need for their areas of responsibility, and come with a budget "wish list" to discuss at our December meeting. She asked that we start getting bids on tree removal. This will all help her in developing our next year's budget.

**Collections:** Gary Smith reported that collections are going well. Judy will be going to court next week with several cases and has filed several other cases. Several members have paid their balances in full after receiving letters and prepared court documents that Mary sent to them. Mary will be sending more out next week. Gary reported that we now have about \$50K owed to us by current owners and less than \$50K by previous owners. This is the lowest amount that we've seen in decades.

**Real Estate:** Judy reported that most lots that went to the county were sold and she does not expect the county to have excess lots for us to help the county sell in January. (Judy left the meeting at 9:47)

**Roads:** On behalf of Ron Race Sr, Tom Rozycki reported from Ron's written report:

**"Roads-**Mahindra is finally back in service. Tim (with a little help from Ron) have been cutting in many areas on the sides of the roads to help remove water and prevent some washouts. Still working on a detailed map of projects for repair and enhancement. Unfortunately, due to tremendous rainstorms, we have exceeded our annual budget already. We'll do our best to keep expenses down until next year's budget. We also replaced the radiator on the truck."

Tim reported that the radiator is being worked on now. Tom reported that he is using Google Earth and CAD to make a detailed roads map of the Association so we can pinpoint and document trouble areas. This data will help us analyze our needs and help us prioritize in making decisions for road improvements. Having a roads plan will simplify things such as delivery of road materials. A roads report which includes information on materials, has already been done and is posted on

the website. With a plan, materials can be delivered where they are needed, rather than requiring Tim to move them from the maintenance yard. Tim will work with the roads committee to help identify and document trouble spots for mapping; and Tom will reach out to a member known to have extensive road experience to help the roads committee. Tom is willing to receive emails from people interesting in contributing their roads knowledge.

**Parks:** Fango and Alice Kennedy removed the swim buoys and raft. They will be stored by the boat launch. Last spring Fango put out six buoys and he does not want to use the two old heavy ones any longer. If needed, two new light replacements should be purchased. He spoke to Dave Schoenberg who moved his dock and boat off of Association property and he had a pleasant conversation with the Scotts regarding speeding and wake violations. Fango, Nikki and Mary Jo Sherwood marked about 25 trees that are on Association properties for removal, but there are many more to address. The island park trees and trees on smaller lakes were not marked. Fango will mark the ones on Little Bear because he can reach them by land. The board recommended that the Trees Committee develop a scope of work and start eliciting bids so the board can decide on them at our December meeting. Fango also pulled the rotted fence from the water by Eagle Island. Some other Association fences are in the water and need to be removed. He was told that they mark property lines and must not be removed without placing markers. There are some dock sections wedged in the trees near the cove that they will try to remove. The swings and park benches are in the water and are cemented in.

On behalf of Ron Race Sr, Tom Rozycki reported:

**“Parks – Docks – Pavilion, Little Bear, and Boat Launch docks will be removed around October 15<sup>th</sup>.by VanWolfen’s.”** Carolyn Wright wanted to know how much dock removal was costing, and why we are not using volunteers for that work. “Adopt a park” was suggested.

**“Trail Maps –** Re-investigated this issue with our attorney. He again confirms significant liability attached and suggested sign be posted stating “private property – no trespassing.” Ordered, and Ron will put them up. Should a map of our private trails be developed by someone, we must ensure the association is not involved and our name is not attached in any manner.”

**Forestry:** Carolyn Wright explained that we have been approved for the Qualified Forestry Program and if we enroll in it, we get significant tax savings which may amount to between \$3,500 to \$4,000 per year. **There are severe penalties and tax consequences for not following the program once we enroll, and our enrollment is indefinite. We could lose up to six years of tax credits and if we never do a cut, the penalty is doubled.** Dan Burroughs moved to move forward with the Qualified Forestry Program and to pay the annual fee to the State of Michigan indefinitely if required; with the understanding that there are severe economic repercussions if we withdraw. Jeff Kennedy seconded the motion and it passed unanimously. Carolyn is creating best practices for Forestry and wants renewal dates to be placed on our Google calendar.

(Fango left.)

On behalf of Ron Race Sr, Tom Rozycki reported:

**“Missing Swing Set –** Stuckman’s check cleared the bank, and Ron closed the police complaint. I (Ron) strongly recommend the restitution be applied to replacing the swing set from where it was stolen at the Little Bear Park. The members that reported it missing and their neighbors use it frequently and request it replaced.”

This was tabled. It has been suggested that investments in playground equipment be made at our main park and that equipment at neighborhood parks be replaced with picnic tables where appropriate.

**Boat Mooring –** There are two paddle boats that have been at the boat launch park in violation of the 72-hour rule.” Owners are unknown. Mary will post on social media for owners to remove or we will consider them abandoned.

**Combination of Lots:** Tom Rozycki reported that he and Ron Race Jr. met with Mary Sanders and in response to the board’s unanimous request, she is now willing to combine contiguous lots; but the process will be bit different. Lots divided by a road will not be considered. People must make their request to combine lots when they apply for their building permits from the Association. Lot combinations are only completed once per year so the combination paper work may not be completed until the following year. Ron Jr. will make some changes to the published building permit process. Tom reported that the Sandberg-Warner lot combination will be approved, but we have not received the paperwork on that.

Tom Rozycki reported on behalf of Ron Race Sr. from the written report:

**“Building Maintenance –**

Replaced fascia boards on the mail house. Repaired the rotten area of the Lancaster Hall floor inside the door leading to restrooms from outside. Found the building with water damage along the front. I removed the old wooden deck. Pardo Service removed and buffered the bottom wood, poured concrete with a 7/8" fall grade to help keep water away from building. I will volunteer to put up gutters to help prevent splash on the front. Also, I will dig back the flower beds, cut rotten boards, and place a water barrier. I may need a volunteer to help."

There was a discussion on obtaining bids and using volunteers for removing docks etc. to cut costs. Mary reported that the repairs to the Lancaster Hall were largely done by volunteer labor. The majority of the Officers deemed the repairs necessary and priced reasonably. Additionally, the price given was time sensitive and fell below the level requiring additional bids, therefore the work was approved by the majority of the officers. More frequent building inspections may be warranted and better communications with the rest of the board on such matters was requested.

**Campground:** Gary Smith reported that Scott from the Health Department notified him via voicemail last year that the seal on the well head needed to be replaced, but it did not appear urgent. He just learned that a violation letter was sent through the Office and repairs are supposed to be completed. It is an unusual seal. Gary and Dan will find the part and person to make the repairs. Gary will contact Scott at the Health Department about the problem in acquiring the part and notify him that we are working on it.

Concrete from the old pedestals are being stored temporarily in the campground storage area and need to be disposed of. Katie reported other concrete waste that also needs to be disposed of at the same time. Dan suggested that a dump trailer is needed and the disposal costs should be added to the CG "wish list." Currently there is no room in the storage area for leasing because of the concrete and because yearly lessees are storing their boats there. Concrete disposal is an additional dumping fee that should be included in the budget. There was a discussion about getting information about annual campers and campground guests and including it with the annual lease.

Tom Rozycki relayed from Ron Race Sr.'s report:

**"Lake Improvement –**

Phragmites – I have inspected the lake and find no Phragmites. Chris Speen has done so as well.

**Security Cameras –**

Dumping Violations – We had just one illegal dumping situation in the last 60 days. The investigation showed that it was a permanent renter of a house on Okemo Trail. Violation letter sent to the landlord to have renter remove the material currently stored behind the maintenance building.

Dumping Fines – Please table the discussion on fines vs. warnings for ANYTHING dumped."

The issue was tabled.

**Technology –**

Remote Access for members – Request that this be tabled for further research. I have information to share regarding Zoom significant and disgusting hacking problems. Additionally, once enacted, there will be no going back. This needs considerable research and discussion."

**Technology:** Technology Chairperson, Katie Warner has requested that Zoom access for board members be extended to our members so that it would be easier for them to attend. Tom opined that he does not see any problem with members viewing, but not participating. Mary would like to hear the lawyer's opinion before moving forward and she does not want the annual membership meeting or the board meeting that immediately follows it, to be included because we want our members to attend and vote at the annual meeting, there is too much going on that day, and because there is no set time for that board meeting to begin. Katie reported that members could contact us for an access code to attend remotely. After discussion, Carolyn Wright moved to utilize secure Zoom access for our Association members who are in good standing on a trial basis for the December 2021, February 2022, and May 2022 board meetings. Members would not be allowed to address the board remotely, rather they may submit their concerns and comments to the board at least 48 hours in advance of the meeting. Nicole Burroughs seconded the motion and it passed unanimously.

**Newsletter, social media, website:** Mary reported that the March newsletter will be handled by Katie Warner and Nicole Burroughs. Mary will provide information they will need. Katie and Nicki have requested that the social committee be allowed to form a private Facebook page. Currently we advertise openly on our Lake Arrowhead Facebook page, Nextdoor, bulletin boards, and our website. Events are open to members and guests. Judy, the other authorized webmaster requested that changes be tabled. Katie sent the board members a Power Point about this last night. The social committee would like to have a private FB page so that their events are not being publicized openly. They will develop a digital version of our contact information form, match it with our list of members, and share with the Office for updating records.

Mary reported that the membership list is constantly changing as properties are bought and sold. Katie recommended keeping the open FB page but being stricter about what is posted there. Carolyn Wright moved to allow the social committee to establish and administer a private LAPOA Facebook page on a trial basis until August 2022. Nicole Burroughs seconded the motion and it passed unanimously.

-Katie reported that Roberts Rules of Order has been updated to include new technology. Dan has a copy that he will donate to the Association.

From Ron Race Sr.'s written report:

**"By-laws –**

By-Law Revision – As requested at the August meeting, I contacted our attorney. He recommends a slight revision to ARTICLE VII - THE MANAGEMENT, Section 13, Paragraph h.

The President of the Association may permit Board Members to attend up to two (2) meetings of the Board during a twelve (12) month period by video **or other telecommunication** conferencing. Such permission shall be obtained from the President prior to any regularly scheduled meeting of the Board. **REMEMBER – We need 10 yeah's for this to pass."**

This was tabled until December.

"Recording By-Laws – As we've made a few significant changes, our attorney is re-recording the LAPOA By-Laws through Otsego County Register of Deeds.

**Unfinished Business –**

Metal Building by Hayes Tower – I would recommend keeping the building. We need it for equipment storage. The brush hog alone is too large to fit in the maintenance building.

Boat Docking Possibility – I would love to be part of a three-team exploratory committee of Gary & Fango regarding boat docking research for our members.

Propane/Natural Gas – AmeriGas will not adjust the propane cost any further and are holding at \$1.99 per gallon until next August. They have committed to reevaluate in the spring. If the price is lower, they will work with us to issue a new agreement prior to the current expiration date. They are still attempting to produce our original contract / lease with us. I would recommend forming a committee of three to investigate future options and the possibility of Natural Gas for the community."

Tom will contact board members to serve on a propane committee.

From Ron Race Sr.'s report:

**"New Business –**

Old Grass Mowers – We have two old pull behind mowers that are not applicable with our current tractor and obviously are not used. They are collecting dust in the old maintenance building. Suggest authorizing Ron to advertise and sell." The consensus of the board is that the equipment be advertised and Ron be permitted to sell it.

"Product Applied to Road – Someone had a company apply something to Arrowroot Trail from Arapahoe to just past the pool area. Please review the pictures. I would like to contact the company and find out what was applied and who ordered it."

-Technical difficulties prevented displaying Ron's written report and any of his photos, but witnesses seemed to have the needed information. It appears that the product was applied by a credentialed company. Products applied to roads must meet DEQ standards and must be approved.

-Deed issue: Carolyn Wright reported that while completing paperwork for the Qualified Forestry Program, Judy discovered that we are lacking individual deeds for four LAPOA lots. (LAPOA has deeds for the parcels which contain the lots.) Is this something that needs attention, and will a quit claim deed fix it?

**Adjournment:** At 1:13, Mary Davignon moved to adjourn. Dan Burroughs seconded the motion and it passed unanimously.

Minutes submitted by Mary Davignon, LAPOA Secretary  
Approved, December 4, 2021