

**Minutes of the Lake Arrowhead Property Owners Association  
Board of Director's Meeting  
February 5, 2022**

-The meeting was called to order by Association President Tom Rozycki at 9:03 a.m.

**-Attendance.** Present in person were Tom Rozycki, Carolyn Wright, Dan Burroughs, Paul Cutting, Dave Johnston, Jeff Kennedy, Ron Race Jr, and Katie Warner. Present via Zoom were Judy Race, Mary Davignon, Nicole Burroughs, Ron Race Sr, and Gary Smith. Dick Miller was excused. Contractors present in person was Magdalena Sinatra. Present via zoom was Cindy Smith. Excused were Corenne Ching, Veronica Johnston, and Tim Wheaton.

**-Minutes:** Dan Burroughs moved to approve the board minutes of December 4, 2021. Carolyn Wright seconded the motion. The motion was approved with Paul Cutting abstaining.

**-Treasurer's report:** 2021-2022 balance and status - Judy Race distributed, displayed, and explained our financial reports through December 31, 2021. This included account balances, and our actual vs budgeted expenses. Judy explained we had 92% of members paying. We will once again be awfully close at year end. She is estimating that we will be at net zero. However, this does NOT include the cost of refurbishing the roads sander. That may have to come out of gas well monies. Carolyn moved to approve the treasurer's report. Paul seconded the motion and it passed unanimously.

2022-2023 Proposed budget – Judy presented a detailed proposed budget which included Board input from the December meeting. The Board would like to move the pool labor to “contract labor.” Judy will breakdown requested accounts with additional sub-categories. After considerable discussion, Carolyn moved to approve the 2022-2023 budget as presented. Mary seconded the motion and it passed unanimously. Thank you to Judy for the excellent job of putting the budget together.

**-Collections:** Gary reported that collections having been going extremely well. Judy and Mary filed another eight cases. Judy had four more court cases this week and facilitated a sale of property to obtain monies due.

**-Gas Wells:** Dave Johnston reported that the price of natural gas has recently doubled. Wells that have been inactive, are coming back on-line.

**-Real Estate:** Judy reported that vacant county owned properties are selling quickly. Judy talked to the Country Treasurer and properties are selling at auction. There will be no need to assist Otsego County with property sales this winter. There was a discussion on listing sale prices of homes in the Association. The Board does not think this is a good idea. The social committee will put something together in the newsletter welcoming new members. The Board will review prior to issuing the newsletter.

**-Roads, Grounds, & Equipment:** Ron Sr reported that as we discussed at our last meeting, the Roads Sander needs refurbishing. It is at Boyne Truck and Trailer currently. Tim did an impressive job keeping the unit partially working until we had a break in the weather to allow it to be out of service for a few days. We experienced minor issues with the truck that cause a few delays (broken hydraulic lines, wiper motor, belly blade bracket welded). Tim volunteered to do the repairs, except the welding which was volunteered by member Ben Chudzinski, and we had limited the down time.

Ron says our Caretaker and his worker bees have been doing an excellent job. We did have one member that lives on the ten-acre property that was concerned with snow piled at an intersection. Tim inspected the area as did one of our Board members, there was no action necessary at this time. Ron mentioned that it is nice not having negative comments or attacks on social media or text messages. In fact, we have received 7 or 8 messages thanking the team for their work.

As our Campground Chair was unable to attend this board meeting, Ron mentioned that one of our board members was approached asking why the campground is being plowed? Indicating that our bylaws say its closed December 1<sup>st</sup> and has never been plowed. Ron said he made sure the ring road of the campground was plowed as required. Members had gotten stuck in the snow last year on three occasions that we know of. Additionally, both the Otsego County Fire Department and the Otsego County EMS group require the area

plowed. Ron also explained that the information about the closing date in the bylaws and never being plowed is inaccurate. The bylaws do not state an opening and/or closing date for the campground. The campground rules state that it is closed to daily campers Dec 1<sup>st</sup>. The annual campers' leases authorize camping all year round and a handful take advantage for holidays or sledding. Also, the campground was historically plowed. He said the question should be – who authorized stopping the plowing for the last several years? Paul made a motion that we continue to plow the Campground for safety, accessibility, and insurability. Mary seconded the motion and it passed unanimously except Ron Jr who abstained. Mary will make sure the website is clear on campground operations.

Katie had a concern that the bus stop was not being plowed one morning and that she did not know who we contracted with for snow removal. She said her husband had to plow it once. Ron explained that he checks the cameras every morning, and Tim texts him at 5:30 and 6:00 in the mornings during inclement weather to report on road conditions. Ron does not recall a time this year when the bus stop was not plowed and reminded Katie that we do not plow unless snow is greater than three inches. Ron explained if there was an issue, it should have been reported. Especially as a Board Member, Katie needs to report issues and not hold for board meetings. Tom R also explained there is no contract for the additional snow plowing. The Caretakers is given a set dollar amount to use for help with tasks involving roads and ground. 11:02 Nikki left the meeting.

We transitioned into roads improvement as a long-range project. Tom created a map and has sent it to several people asking them to identify problem areas that need enhancements. He has not gotten much feedback just yet. He would like to create a task force and asked Dan, (Roads Support) to be the point person for improvements with the approximate \$39K approved by the membership. Ron will continue as chair of Roads Maintenance. Tim will need to assist the Improvement team at times with delivery of materials and equipment. Tom has identified ten areas that he would like accomplished this year and we will need to take a surgical approach. He also did an estimate on hours needed for some of the areas.

**-Parks, Lakes, and Safety:** Fango thanked Nicole and Katie for getting bids on hazardous tree removal around the lake and Carolyn for her efforts on the forestry project. He has bid to cut down and remove the hazardous trees around the water's edge. The services are ready to start immediately while the lake is frozen. Priority would be Anita's Park and the Boat Launch. Fifteen trees \$6k to \$10K. Dan made a motion that we authorize the Board Officers to approve (with the recommendation of the Parks Committee) up to \$8,500, sign a contract with the tree removal company, and validate their insurance is appropriate. Wood and brush to be removed and work to be completed this winter. Funding to temporarily come from Lake Improvement and paid back by Forestry. The motion was seconded by Jeff Kennedy (Fango) and passed unanimously.

Little Bear Park stolen swing set replacement – Tabled until next meeting.

Boat mooring – Tabled until next meeting.

Pavilion rolldown doors / wind barriers: We received one bid at \$13K, more bids to come – Tabled until next meeting. Board authorized Katie to research donations via selling engraved brick to offset the cost.

**Building Control:** Ron Race Jr. reported that Dan and he received a complaint from one of our members, through the office, that a neighbor has constructed a privacy fence and it is encroaching on his property. A violation will be sent to the owner who constructed the privacy fence in violation of the Restrictions of Deeds.

**Building Maintenance:** Ron Sr. reported that as was approved at the last meeting he purchased and installed two fire extinguishers and a first aid cabinet in Lancaster Hall. The first aid box arrived with a damaged cover and was replaced at no charge allowing us to retain the damaged unit. The Cabinet was mounted in the kitchenet area. The damaged unit was place at the Maintenance Garage. Fire extinguishers were mounted (one in a recessed cabinet in the bathroom hall in anticipation of the hall being opened for our members. Maximum Security installed an alarm contact on the extinguisher door. We had a lengthy discussion about replacing the

flooring in the Lancaster Hall meeting room, and the bathrooms and hall. Ron will obtain quotes and suggestions for us to review at our next meeting.

**Environment & Zoning:** Dan Burroughs reported there are no issues to discuss.

**Campground:** Gary Smith (with Cindy) reported that he is expecting all available annual spots to be filled again. They still have a waiting list of seven. Daily reservations are already coming in. Ron informed Gary that the campground license has not arrived yet. Ron spoke to Chuck Edwards who said not to worry, the County has not received any licenses. If not received in a month, we will follow-up with Judy's contact in Lansing. Dan recommended increasing the campground annual and daily fees. There was a lengthy discussion on the topic. Dan made a motion to increase the daily camping rates to \$30 per day. Carolyn seconded the motion. The motion failed to pass with two yeas and eleven nays. After Gary's input about budgetary needs, Judy made a motion to increase the daily camping rates to \$25 per day and weekly rates \$150, and not increase the annuals. Mary seconded the motion and it passed unanimously.

**Lake Improvement:** Ron said there is nothing new to report. Fango inquired if he should remove park markers that are in the water. Unless markers become a hazard, (they identify the lot survey monuments) they should remain.

**Forestry:** Carolyn Wright reported that due to equipment and covid issues, the winter forest project cannot happen. The options are to push the February harvest to March, do a summer harvest, or wait until next winter. The Board asked that the project be completed ASAP.

**Pool:** Dave Johnston reported that the pool is obviously closed. Ron informed Dave the pool license has arrived.

**Security Cameras:** Ron Sr. reported that there were miscellaneous repairs completed by our member Jeff at no charge. Ron was pleased to report that in the last 60 days, nothing has been left outside the compactor.

**Technology:** Katie said there is nothing new to report. Carolyn inquired if Jeff Dziadula has further information about remote access for Lancaster Hall Restrooms, Pool, and Compactor. Ron Sr said he believes Tom is partnering with Jeff on this. Ron is aware that Jeff has been actively working on the project and will have more by our next meeting.

**Newsletter, website, and social media sites:** Katie and Nicole will be sending suggestions to each chairperson regarding an article for the newsletter. Social committee has the upcoming Chili Cookoff, and the next Snowmobile Ride is up in the air depending on snowfall. March will be a Euchre Tournament. April is the Easter Egg Hunt. Mary questioned if we have adequate insurance for our social events. Paul would like to see a calendar of events. He will work with Nicole.

Mary reported that the technology committee suggested that non-board members be removed from administrative access on our social media sites and asked whether this is agreeable to the board. Katie suggested that Nicole, Katie, Ron Sr, and Mary should have administrative rights across the board for all LAPOA social media platforms. This does not include the website. The Board agrees.

Katie asked if we should have someone other than the Treasurer as the point of contact with our lawyer. As the relevant chairperson is also involved with whatever the topic may be, the Board did not see a reason to change our protocol. Also, a copy of emails with our Lawyer are stored in the locked cabinet in the office.

#### **Unfinished Business:**

-Illegal Dumping Policy: Ron Sr suggested that we table this until next meeting as we just discovered additional research needs to be done.

-**Propane:** Ron Sr reports that we are making progress – slowly. Our lawyer sent a letter to AmeriGas demanding a copy of any lease agreement and/or contract that may exist between LAPOA and AmeriGas. As the bylaws grant the President the authority to form special action committees, Ron recommends that there be a committee formed to work with AmeriGas going forward. He suggests that our Minerals Chair head a

committee of three. Member Ken Crittenton (very business savvy) and himself. Ron has had all the communications so far with AmeriGas and our attorney. Once this initial situation has been resolved, Ron would like someone else to take over in his spot. Tom agreed and appointed a committee of three as Ron suggested.

**New Business:**

**-Contracts:** Judy reminded the Chairs that contracts are due to be reviewed and approved at our next meeting. Please submit any changes and if you will have personnel changes, be sure to post and submit the contracts as appropriate.

**-Accounting Audit:** Judy has been researching the possibility of having an audit of LAPOA completed. Our current CPA group have submitted bids for various levels of audit. Judy recommends authorizing a full audit at a cost of \$2,800. Carolyn Wright made a motion to proceed with a full audit. Dan Burroughs seconded the motion and it passed unanimously.

**Member Concerns:**

**-Diana Sanom:** Diana has been coordinating the annual LAPOA Garage Sale for the last three years. She losses approximately \$300 each year due participating members not paying their share of the cost. The Social Committee will partner with Diana and come back with a proposal at the next meeting.

Diana also asked if the Board allows “work for trade.” This was addressed and documented in December’s minutes. Simply put, if a member does work for the association, they get paid. It does not matter to the Board whether they receive a check or apply earnings to their account. A W2 will be issued as appropriate for all monies earned.

Diana also said she heard a member was planning to buy a few campers and putting them in the campground as RB&B’s. The Board thanked her but said this is against policy and not possible as a member can only rent one site. We have protocols in place to prevent this from occurring.

**-Dana Stubli:** Dana had sent an email to the Office asking for a copy of all Association Contracts. Magdalena did not respond as she did not think it was appropriate to send out individuals’ information. Dana said she probably should have been clearer. She is not looking for any names or dollar amounts. Association dues were just increased, which she said she was fine with, but she would like to know what each contractor’s responsibilities are. Katie expressed her concern that members cannot easily read the duty of each contractor. As our website is a not private, we cannot do this. Carolyn suggested we produce a generic list that could be on the site, i.e., problem with the compactor call X, tree down blocking roadway call X. After discussion, the consensus was that in accordance with the bylaws, a member may review the duties of a contractor by coming into the office and reading. However, currently the Board does not think it appropriate to post contractor contract information as it would be unfair to a contractor to have six hundred people micromanaging them. A contract was viewed last year, and many false narratives were circulated on social media. Katie would like to have a complaint form on the website. The ability already exists on our website to send a note directly to the office and the Board wants all complaints or concerns to go through the office.

**Adjournment:** At 1:22 PM Paul moved to adjourn. Carolyn seconded the motion and it passed unanimously.

Minutes submitted by Ron Race Sr, LAPOA Board Member

Approved, May 7, 2022

Mary Davignon, LAPOA Secretary