

Papakeechee Protective Association (PPA) Board Meeting

President, Pat Ebetino called October 13, 2018 PPA Board Meeting to order.

Roll Call:

| | | | |
|------------|-----------------|-----------------|-----------------|
| President | Pat Ebetino | Vice President: | Dave Hewitt |
| Treasurer: | Sally Whitehead | Secretary: | Candace Wallace |

District # 1 Director: Paul Garl
District # 2 Director: Bernie Ebetino
District # 3 Director: Larry Clough
District # 4 Director: Steve Herendeen
District # 5 Director: Dave Floyd

District # 5A Director: Linda Minnick
District # 6 Director: Andrew Bishop
District # 7 Director: absent
District # 8-9 Director: Terry Radtke

Guests:

Jon Korejwa – District 6
Paul Erst – District 6

Calendar:

October:

- In prep of billing, begin updating lot owner list.
- Oct 15 receive insurance renewal for packaged policy; review coverage for revisions
- POW WOW distributed.
- Finalize next year's Goals.

November:

- In prep of billing, finish updating lot owners list.

Secretary Report:

Minutes from the September 8, 2018 Board Meeting were distributed via e-mail.

- The following corrections were made:
 - On page 2 under Dam, the second bullet change finishing to flushing.
 - On page 2 under Dam, the fourth bullet crossing should be crossings.
 - On page 2 under Committee Update – Harvester the first bullet should read as: Dave F thought that at the Annual Meeting the harvester presentation went well and that there was general approval from the members that were present to proceed with the purchase of the new harvester.
 - On page 4, the seventh bullet, second sentence “go” should be “got”.
 - On page 5, under Meeting Schedule the November meeting is at Dave Hewitt's Office.
- Bernie Ebetino made a motion to accept the corrected Secretary Report.
- Terry Radtke seconded the motion.

- Motion carried.

Treasurers Report:

Sally Whitehead provided copies of the September Treasurer Report.

- Operating Fund: **\$63,203.81**

- Dave H made a motion that we accept the Treasurers Report.
- Dave F seconded the motion.
- Motion carried.

Maintenance Report Dam, Lake, Grounds:

- **Wetlands**

- Arleen sent an email out regarding the wetlands. Linda let us know that all the plants that were purchased got planted.
- Larry re-read letter that he received about the release of the wetlands.
 - It references a conservation easement for the mitigation site. Larry wasn't entirely sure what this meant so he contacted Ryan Cassidy at USACE and Jason Rudolph at IDEM about the letter.
 - He got several examples of what exactly they are talking about regarding the conservation easement. Both Jason and Ryan called it an easement, but it seems that what is really needed is to identify the mitigation area. Larry has a picture of mitigation to use for this.
 - The purpose of this "easement" is to get a promise from the PPA to maintain the wetlands and keep it as a wetland.
 - This document that is prepared needs to be recorded.
 - The reason this is required is because it is part of the permits we got to do the dam. Larry has verified that this is on the permits.
 - Larry met with Candace about getting some help with the legal descriptions.
 - One of the examples Larry received and has chosen to follow references Section 404 of the Clean Water Act. We need to know what they are referencing. Bernie offered to help look at these codes.
 - Once this easement is completed we need to submit this to the CORP and IDEM wants to be copied on this as well.
 - Larry thinks we should get everything ready and then have Steve Snyder review it.
- Larry made a motion that he would write up the easement, with the help of Candace and Bernie, and once it is completed would pass it to Pat, who would be empowered to represent the board and the association as to signing this document when it is ready.
- Dave F seconded the motion.
- Motion carried

- **Dam**

- Everything is going well. Did the inspection and there is no cause for concern.
 - On the 22nd he is going to pull the 9in. long and that will give us a 12in. opening.
 - There is a small patch on the top of the dam about 3in. by 8in. in size that needs to be repaired.
- **Grounds**
 - Out by the road behind the mailbox stand, there are sink holes developing. Those will need to be filled in.
 - Gary Moore remembers a tree being there and thinks that maybe the roots of the tree have finally deteriorated. He as some dirt Terry can use to fill in the holes.
 - Terry thinks he will need to mow a couple more times before the season ends.
 - There are some cracks on the sidewalk that need to be ground out and filled in with caulk.

Old Business:

- **Harvester**
 - Terry contacted Sweethiemer Trash regarding the dumpster. It would be \$450 each time, no leasing, no fee for keeping it for so long. It is a 30-yard dumpster 7'x30'x6'. We still don't know how many dumpsters we would need each cutting season. Terry thinks there would be about 70 hours wasted travel time to the dumpster. This is time not spent cutting the weeds in the lake. This is something we need to have more study on. Terry thinks that he will be able to get more weeds on the shore with the new machine because it extends 6 feet more than the current machine. Terry believes we should wait on the conveyor.
 - Pat – You can get them 6 feet closer to the shore? Terry – Yes.
 - Dave H – Can you put the dumpster on the boat ramp? Andrew – You just end up filling one side because you wouldn't be able to get the weeds to the other side.
 - Dave F – Terry are you saying no conveyor and we are going on as usual. Terry – Yes.
 - Terry said that he spoke to the company about getting a conveyor at a later date and it working with this harvester. The company told him that they have no plans of changing how the harvester and the conveyor hook up. So, it shouldn't be a problem getting the conveyor at a different time.
 - Pat saw several hands go up at the meeting, would we have seen as many hands go up if we said weren't going to buy the conveyor. Pat has no problem with not buying the conveyor, but we have to be able to justify whatever we decide to do.
 - Larry reminded us that at the meeting we told the members present that we have more to do and that we would do what we thought was best for the association. That is why we are doing it like this.

- Steve H – We presented it as a package, but we would still need a new harvester.
 - Dave F – Larry's words are out there, and I think that gives us our out.
 - Steve H – We can discuss assessment for the conveyor at the next Annual Meeting.
 - Terry – I recommend that we buy the harvester and not the conveyor.
- Steve Herendeen to purchase a new harvester and trailer knowing the price is around \$100,000.00 and putting 40% of the purchase price down by November 1, 2018.
 - Terry Radtke seconded the motion.
 - Discussion – The money needs to be in a form of a wire transfer. Terry will get the information to Sally. The 40% will come out of the associations operating account.
 - Motion carried
 - Pat – By next meeting we need to come up with the assessment.
 - Steve H – I want to decide on a time frame.
 - 1 pay - \$374
 - 2 pay - \$193
 - 3 pay - \$133
 - 4 pay - \$103
- **These amounts were based on the amount originally thought for the harvester, trailer and the conveyor.**
- Steve H – I think we should only have 2 options. 1 pay and 2 pay. Once we get hard numbers we can figure out exactly what the assessment will be.
 - Terry will get the hard numbers to Steve H.
 - We should keep the old harvester at least until the new one comes. Terry would like to get \$15,000 out of the harvester.
- Pow Wow
 - Bernie sent the draft out for everyone to review.
 - Bernie – Sally do the numbers look okay? Sally – I would use the numbers I handed out to you today.
 - LaPSI sent information late Thursday. Bernie already had the Pow Wow drafted. He will add a line to LaPSI page for the article that they sent him.
 - If its possible add the new homeowners need to pull permits.
 - Bernie's goal is to get the Pow Wow to the printers by Tuesday.
 - Goals
 - Candace typed up the goals and emailed to everyone.
 - Steve H – I think the building needs to be a goal.
 - Bernie- What about fish and stocking the lake?
 - Linda – I think weed removal should be a goal.

- Bernie – What about the fence by the tube? Don't think that this needs to be a goal.
- Steve Herendeen made a motion to accept the 2019 goals.
- Larry Clough seconded the motion.
- Motion carried

New Business:

- **Insurance**

- Steve H reviewed the Insurance Coverage. In looking over it he noticed that we had data defending coverage, he deleted this as we don't need it, and this reduced the cost by \$500. It is still up \$377 from last year. He thinks we should bump up the deductible for the Harvester from \$1000 to \$2500 and bump up the commercial building from \$500 to \$1000. This should lower our cost even more.
- Pat – Raise the deductibles.
- Our liability coverage went up the most.
- We also need to be thinking about insurance for the new harvester. Replacement cost and what we would like our deductible to be.

- **Snow Removal**

- Sally wanted to know if we could go forward on the quote for snow removal that we receive from Moore.
- This quote is for the season. Can we do it by occurrence? That puts a lot on Sally to call every time it snows or gets icy. Also, the thought is that if we do it by occurrence that Moore's will just get to it when they have time, whereas if we have a contract we will be taken care quicker.
- Sally made a motion to hire Moore & Moore to plow Hiawatha and Promontory Point for one year at the cost of \$2600.
- Dave H. seconded the motion.
- Motion carried

Director Concerns:

Paul Garl – If Moore and Moore comes back with a reasonable number can I fix those areas on Promontory Point. **Pat** – Yes if it is within reason. **Paul** – I will get the quote and run it by the board before I do anything.

Adjourn:

- Dave F. made a motion to adjourn the meeting.
- Paul seconded the motion.
- Motion carried.

Meeting Schedule:

- November 10, 2018 8:15 – Dave Hewitt's Office NWCC
- December 8, 2018 8:15 – Dave Hewitt's Office NWCC

2018 Goals:

1. Develop 2019 goals and budget.
2. Continue to update existing procedures.
3. Conduct Self-Inspection of the Wetlands in accordance to the recommendation of Williams Creek.
4. File delinquent claims in small claims court through our attorney by June 1, 2018.
5. Have lake appearance and weed control in good shape by Memorial Day.
6. Review By-law and covenants. Recommended changes.
7. Look at potential improvement to the PPA building.
8. Work on developing an Emergency Action Plan.

Calendar of Events:

January:

- Member dues & fee notices mailed. **Completed**
- Send calendar year Financial Statement to Lake City Bank (LCB). **Completed**

February:

- Set Officers Pay **Completed**
- Preparation for filing prior year's tax return **Completed**

March:

- Establish Harvester and Lake Maintenance program and budget. **Completed**
- 1st draft of POW WOW by March 30 **Completed**
- Send copy of Tax Return to Lake City Bank (LCB). **Completed**
- Review Inventory of Keys **Completed**
- Conduct 1st quarter Dam inspection.

April:

- Dues and fees are due April 1. **Completed**
- Complete harvester maintenance. **Completed**
- POW WOW distributed. **Completed**

May:

- Pay property taxes for year. **Completed**
- Weed treatment **Completed**
- Water quality testing.
- Send list of delinquent property owners to Steve Snyder. **Completed**
- Complete first draft of next calendar year's budget. **Completed**

June:

- Establish nominating committee **Completed**
- President appoint Audit Committee of 3 Association Members **Completed**
- Fiscal year end June 30 **Completed**
- Conduct 2nd quarter Dam Inspection **Completed**

July:

- Plan for Annual Meeting **Completed**
- Propose and approve next calendar year's budget. **Completed**

August:

- Annual Meeting. **Completed**

- Review Insurance coverage. Completed

September:

- Set goals for next calendar year. Completed
- 1st draft of POW WOW by September 30. Completed
- Conduct 3rd quarter Dam inspection. Completed
- Review next year's Goals. Completed

October:

- In prep of billing, begin updating lot owner list.
- Oct 15 receive insurance renewal for packaged policy; review coverage for revisions
- POW WOW distributed.
- Finalize next year's Goals. Completed

November:

- In prep of billing, finish updating lot owners list.

December:

- Conduct 4th quarter Dam inspection.
- Dec 15 receive professional liability insurance renewal; review coverage for revisions