

Papakeechee Protective Association (PPA) Board Meeting

President, Pat Ebetino called November 10, 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 # 5A Director: Linda Minnick
District # 2 Director: Bernie Ebetino	District # 6 Director: absent
District # 3 Director: Larry Clough	District # 7 Director: absent
District # 4 Director: Steve Herendeen	District # 8-9 Director: Terry Radtke
District # 5 Director: Dave Floyd	

Guests:

Arleen Corson – District 1

Calendar:

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

January:

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

Secretary Report:

Minutes from the October 13, 2018 Board Meeting were distributed via e-mail.

- Larry Clough made a motion to accept the Secretary Report.
- Dave Floyd seconded the motion.
- Motion carried.

Treasurers Report:

Sally Whitehead provided copies of the October Treasurer Report.

- Operating Fund: **\$56,617.94**
- Dave Floyd made a motion that we accept the Treasurers Report.
- Terry Radtke seconded the motion.
- Motion carried.

Maintenance Report Dam, Lake, Grounds:

- **Wetlands**
 - Arleen sent an email out regarding the wetlands.
 - Arleen has been collecting seeds and she let us know that she plans to plant hemp anywhere she finds loosestrife.

- **Dam/Lake**
 - Terry finished the repair on top of the dam.
 - The lake has gone down a ½ foot and Terry plans on keep draining it down through the winter.

- **Grounds**
 - Terry is done mowing for the season.
 - There was a tree down on the old Davidhizar property. The next-door neighbor had a friend who wanted the wood, so he came and got it cut up and removed it.
 - Terry notice that next to the bridge there is a solar panel connected to a pipe that goes into the channel. It looks like it is monitoring the water.
 - John Hart sent out an article about that Wawasee was going to be monitoring the waters around it. This appears to be one of those monitors.
 - Pat is going to find out who is responsible and touch base with them.
 - Larry was going to look at the drawings and at the pipe to make sure that this is not an impediment to the channel.

Old Business:

- **Harvester**
 - It is ordered.
 - Terry will be keeping in touch with them and maybe get the owner's manual before we actually get the new harvester, so he can look over it.
 - Assessment
 - Larry would like a break down of the expenses in case anyone asks about the harvester purchase.
 - Steve H needs a number, so he can figure out the assessment.
 - 86,770.00 – not with the delivery charge. We could take the delivery charge out of the emergency fund since there is \$5000 in that fund. Also, when we ask for the delivery, we need to make sure we ask that they deliver the harvester when the have a load going back since this should save us some money.
 - Steve H – said rough numbers 1 yr. Lake Front \$256 Non-Lake Front \$180. 2 yr. Lake Front \$132 Non-Lake Front \$55.

- Larry Clough makes a motion to allow members to have an option to pay the harvester assessment in either a 1-year payment plan or a 2-year payment plan.
- Paul Garl seconded the motion.

➤ Motion Carried

- Sally will bill lot owners based on the 2 year assessment rates of \$132 LF and \$56 NLF for the 2019 Harvester assessment. The lot owners will be given the option to pay the above assessments for 2019 and 2020, or to pay it in full in one payment in 2019: \$256 LF and \$108 NLF. Sally will also work on a tentative letter about the details of the purchase and the total amount of and the payment plans.
 - Pats recommendation is that we go back to how we did this when we did the dam assessment.
 - Bernie is going to work on some wording for the letter.
 - Steve H suggested we look at the initial dam assessment letter as a potential model.
- Insurance
 - Steve made those changes discussed at the last meeting. It has been paid and we should be getting a credit back.
 - Mitigation
 - Larry did a draft but didn't send it to the board per the discussion and motion that took place at the last meeting.
 - Larry gave a synopsis of what he had done.
 - Larry receive a few examples and picked one that he felt best described what we needed to do. He then modified it. Bernie look up some of the statues on this document. Bernie found out that the Clean Water Law says that we owned the land but not the water and it binds us to keep this area as a wetland and not fill in. Candace got the legal descriptions for the property that the mitigation area would affect. This is just for the new mitigation and not the pre-existing wetlands. We are doing this because it is a requirement in our permits for both the Corp and IDEM. The final step is to do this declaration have it signed by the land owner and if we ever sale the land we have to give IDEM 60 days' notice. This is the last thing we need to clear our permits.
 - Pat doesn't think we need to go to Steve Snyder about this. Larry agrees.
 - The next step is to take this document and send it to IDEM and the Corp. to have them review it.
 - Pat is okay with Larry moving forward with this.

New Business:

- **Andrew Bishop**
 - Andrew emailed Pat about possibly face timing in on the meetings since he has moved.
 - There is some concern if you can vote over the phone and what exactly the By-Laws say about this matter.

- Dave F said thinks we should review the by-laws and see what it says.
- Can a proxy be used?
- Pat thinks we need to review the by-laws and come back to this at our next meeting.

Director Concerns:

Terry Radtke -What is happening with Stuckmans? The building they were going to build was going to be too expensive, so they waited to start building and basically have to start all over.

Paul Garl – Dave Moore is doing some repairs on Promontory.

Dave Hewitt – Is the green machine still operating? Terry – Yes, it is still working. Dave also looked at the conveyors and everything he finds shows that it takes 4 or 5 people to run/work it.

Adjourn:

- Bernie Ebetino made a motion to adjourn the meeting.
- Dave Floyd seconded the motion.
- Motion carried.

Meeting Schedule:

- February 9, 2019 – 8:15 Dave Hewitt’s Office – NWCC
- March 9, 2019 – 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.
- Send calendar year Financial Statement to Lake City Bank (LCB).

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. Completed
- Oct 15 receive insurance renewal for packaged policy; review coverage for revisions Completed
- POW WOW distributed. Completed
- 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