

Papakeechee Protective Association (PPA)  
Board Meeting

President, Pat Ebetino called the March 9, 2019 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: Jim Whitehead
District # 3 Director: absent	District # 7 Director: absent
District # 4 Director: Steve Herendeen	District # 8-9 Director: Terry Radtke
District # 5 Director: absent	

Guests:

Joyce "Arleen" Corson - District 1

**Calendar:**

March:

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

April:

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

**Secretary Report:**

Minutes from the February 16, 2019 Board Meeting were distributed via e-mail.

The following corrections need to be made:

On page 3 under Dam, fourth line down are should be area.

On page 4 under Ice Fishing, first line our should be are and on the second line member should be members.

- Steve Herendeen made a motion to accept the Secretary Report with corrections.
- Paul Garl seconded the motion.
- Motion carried.

## **Treasurers Report:**

Sally Whitehead provided copies of the February Treasurer Report.

- Operating Fund: **\$58,384.92**
- Sally also let us know that the Personal Property Taxes have been paid. She also brought to our attention that we received a bill from Moore & Moore Excavating for additional charges for spreading salt on Promontory Pt and Hiawatha when we had the ice storm on January 23.
- Bernie Ebetino made a motion that we accept the Treasurers Report.
- Dave Hewitt seconded the motion.
- Motion carried.

## **Maintenance Report Dam, Lake, Grounds:**

- **Wetland:**
  - Arleen came to the meeting with her Achievement Opportunity Follow Up as requested by the board.
    - Arleen has got several people who are willing to help with the wetland. She believes that if the board would combine \$1500 operating stipend that was offered to her with the unused Wetland Inspection Fee from 2018, it would be enough money for the 2019 operating budget. The unused money does not carry forward to the next year. We need a figure. Arleen believes that since the harvester operators get \$14.00 per hour that wetland workers should get paid the same hourly rate.
    - Pat let us know that we have always paid the harvester operators, maybe not all the hours they actually worked but we have paid them for the hours turned into the board.
    - Steve said that Larry offered all his time with the dam and we gave him a stipend at the completion of the project to say thank you.
    - Pat has been talking about the wetland with a friend from Noble County and she was told that we cannot touch it. This is why she is hesitant with the continual work on the wetland.
    - Pat – Have the people that are willing to work on the wetland been told that they will be paid? Arleen – Yes.
    - Do we need to be concerned about insurance of any kind for these workers? We have liability insurance so this should be covered.
    - What about licensing for chemicals? We can put chemicals in the lake as long as we don't pay someone. Do people who put the chemicals on the wetland need training? Jim- We only need one person that is licensed.
    - Bernie – Are we supposed to be touching the wetlands?
    - Steve – If we need to pay someone, we should pay Arleen for organizing and managing the wetlands.

- Arleen - \$1500.00 to start will work. We won't have the initial expenses, and this should cover the stipend for the six people that are always there.
  - Sally – There is only \$1000.00 in the budget for 2019. Also, we should give the money to Arleen and then it is at her discretion on who gets what and it is out of the board's hands.
  - Dave H. – I agree with Bernie, we need to find out exactly what we should be doing in the wetlands.
  - Pat – At this point the board needs clarification. Compensation for this work was mentioned in the Achievement Opportunity that Arleen handed out last month, but it was not understood correctly by the board. Sally – the solution is that Arleen is the overseer of the committee and she uses the money as she sees fit.
  - Terry – We need to talk to Larry more.
  - Pat – We need to put what Arleen wants into a motion and, we need to do some more investigation on exactly what we can and cannot do within the wetland and mitigation area.
- Sally Whitehead made a motion to give the \$1000.00 for Arleen to use as she sees fit.
  - Bernie Ebetino seconded the motion.
    - Discussion:
      - Steve – Opposed if paid for work they do. I'm okay with it if it used for materials or for taking them out for dinner to say thank you.
  - Motion carried with 5 for, 3 opposed and 1 abstained.
- Bernie Ebetino made a motion to diffenentily find out we can and cannot do in the wetland
  - Jim Whitehead seconded the motion.
  - Motion carried.
- **Dam**
    - Inspection in a month.
  - **Lake**
    - Its frozen.
  - **Grounds**
    - There frozen.

#### **Old Business:**

- **Harvester**
  - It is still in production!

- Dave Hewitt makes a motion that Terry has permission to sell the old harvester for a reasonable price without needing to get the boards permission.
- Sally Whitehead seconded the motion.
  - Discussion:
    - Terry – Arleen can you ask Ron if he has any paperwork on the harvester? Arleen – Yes.
    - Bernie – You might be able to find the manual on the internet.
    - Pat – Can you send an email with amount, so the board is aware.
- Motion carried.
- **Spring POW WOW**
  - Bernie sent the draft out.
    - We discussed the contents of the POW WOW

### **New Business:**

- **Harvester Lake Maintenance Budget**
  - Terry – We are good with what we have.
- **Budget**
  - Sally gave us projected budget
    - Inspection – Larry had told Sally that was a good amount.
    - Wetland – Good.
    - Property Taxes – The amount was raised for next year because we are right at the amount budgeted for this year and taxes seem to be continually going up.
    - Chemicals – Raised to \$14,000 for 2020 and 2021.
    - Emergency Fund – Good at \$5,000, maybe we should change the line to read Contingency/Emergency Fund instead of Equipment/Emergency Fund.
    - Insurance – Steve is glad the amount allocated for insurance costs has been bumped up because he believes he has done everything to reduce costs down on the insurance policies.
    - File Storage – Do we need to keep? Yes, we need to eventually figure space for file storage.
- **Keys**
  - All are accounted for.
- **April Meeting**
  - Pat will be out of town. We have four options, Dave can run it, we can do it the week before, the week after or we can cancel it.
  - After some discussion it will be April 6<sup>th</sup>.

### **Guest Comments:**

- **Arleen Corson** – Brought us a paper about possibly making a Papakeechee Board walk in an area next to the wetland.

### **Director Concerns:**

- **Terry Radtke** – There are 3 bad balusters in the PPA building. He would like to get pricing on getting LED lights in there. Any news on the fish finder? Pat hasn't checked with Mark Laurent, but she will.
- **Dave Hewitt** – We should share this article with Donahue and see what he thinks.
- **Pat Ebetino** – Are we meeting the requirement? Jim - The loophole is that we aren't paying anyone. Can you let us know the week before we put chemicals in so we can put it out the website? Yes.
- **Jim Whitehead** – Potholes on Hiawatha, wondering if Terry could possibly come over and smooth it out. Terry – Yes. Also, there is a Stuckman house that is stock piling trash. Jim reached out to Arlen and he told Jim that he would get it taken care of. Nothing has happened yet but if it doesn't change Jim is going to touch base with Arlen again.
- **Paul Garl** – Moore and Moore graded Promontory Pt. and it is holding up great. There is a couple of places that need some work and he will get an estimate on that.
- **Candace Wallace**– Looked into signs can we put it on the agenda for the next meeting.
  
- **Adjourn:**
  - Steve Herendeen made a motion to adjourn the meeting.
  - Terry Radtke seconded the motion.
  - Motion carried.

### **Meeting Schedule:**

- April 6, 2019 – 8:15 AM – Dave Hewitt's Office
- May 11, 2019 – 8:15 AM – PPA Building

### **2019 Goals:**

1. Develop 2020 goals and budget.
2. Continue to update existing procedures.
3. File delinquent claims in small claims court through our attorney by June 1, 2019.
4. Have lake appearance and weed control in good shape by Memorial Day.
5. Review By-law and covenants. Recommended changes.
6. Future storage of Files that are off site.
7. Work on developing an Emergency Action Plan.
8. Develop a Road Maintenance Plan.
9. Sale of the Harvester.
10. Discuss the long-term plans for PPA building by 2020.
11. Follow-up on fish study and recommend proposed action.
12. Continue investigating weed removal from the lake.

## 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**
- 1<sup>st</sup> 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 1<sup>st</sup> quarter Dam inspection.

### April:

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

### May:

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

### June:

- Establish nominating committee
- President appoint Audit Committee of 3 Association Members
- Fiscal year end June 30
- Conduct 2<sup>nd</sup> quarter Dam Inspection

### July:

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

### August:

- Annual Meeting.
- Review Insurance coverage.

### September:

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

### 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.

December:

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