

## Papakeechee Protective Association (PPA) Board Meeting

President, Pat Ebetino called the September 12, 2020 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:	District # 7 Director: absent
District # 4 Director: Steve Herendeen	District # 8-9 Director: Terry Radtke
District # 5 Director: Dave Floyd	

### Guests:

Jon Korejwa - District 6  
Paul Erst – District 6

### Calendar:

#### September:

- Set goals for next calendar year.
- Conduct 3<sup>rd</sup> quarter Dam inspection.
- Propose and 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
- Finalize next year's Goals.

#### November:

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

### Secretary Report:

Minutes from the August 8, 2020 Board Meeting were distributed via e-mail.

- Corrections to those minutes are as follows:
  - Under New Business, Meeting Schedule, the word seconded should be changed to second.
  - Under New Business, Julie Blake, second bullet, second line, the should be they.

- Under New Business, Julie Blake, fourth bullet, the first line should read as: Hiawatha has some ruts on the downhill. Did we get a warranty on the roadwork
  - Under New Business, Julie Blake, fifth bullet, third line, no should be know.
  - Under New Business, Julie Blake, sixth bullet, first bullet, second line, census should be consensus.
- Sally Whitehead made a motion to accept the Secretary Report.
  - Dave Floyd seconded the motion.
  - Motion carried.

### **Treasurers Report:**

Sally Whitehead provided copies of the August Treasurer Report.

- Operating Fund:     **\$96,680.02**
- Steve Herendeen made a motion that we accept the Treasurers Report.
  - Terry Radtke seconded the motion.
  - Motion carried.

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

- **Wetland:**
  - Arleen sent her report to the board via email.
  - Arleen was not at the meeting but had Steve Herendeen speak on her behalf. Steve let the board know that Arleen had spoken with Landon Vine. Landon Vine then spoke to Ryan Cassidy. Ryan Cassidy told her we need to do a declaration of easement. Ryan had not received it but was not concerned. Pat stated that we have already been released from the CORP. We have not been released from IDEM and Bernie is working with Jason Rudolph from IDEM about getting released. Jason needs to come up and look at the mitigation area. Jason did not think that we would have a problem getting released. The thought is that once we get released from IDEM we would let Ryan Cassidy know.
- **Dam**
  - 3<sup>rd</sup> Quarter complete. There were no abnormalities. There was an issue with a go-kart riding on the west dam. Terry went over and spoke with the child and then with the child's mother about why that was not allowed.
  - Terry contacted EEI and let them know about Larry and that Terry and Pat will be the points of contact moving forward.
  - EEI sent a letter that DNR rated the dam satisfactory. That is the highest rating.

- **Lake**
  - The lake is doing good. Terry will be removing 24 in. of stop logs sometime between mid-October and November 1. It really depends on the weather and how cold it gets.
- **Grounds**
  - Terry got the dirt pile moved and put it as the west end of dam.

**Old Business:**

- **Sidewalk Repair**
  - EEI is working on finalizing the sidewalk repair plan.
- **Weed Study**
  - We received the map print out.
  - The lake levels are off from the 2016 study.
  - They gave some suggestions on what needs to be done.
  - Pat asked that Jim take the lead on the weed study since he has been the point of contact. Pat also asked that the board review the weed study and be ready to talk about it in detail at the next meeting.
- **Mailing to Association Members**
  - Pat passed out a handout to the board members with everything she planned on saying/sending to the association member.
  - The goal is to get it out to the members in early October.
- **Insurance Review**
  - Steve Herendeen sent out an email regarding the insurance review.
- **Follow – Up Conversation with Steve Snyder**
  - Pat has called about the bylaws and covenants, but Steve has not called her back.

**New Business:**

- **Review of Goals**
  1. Develop 2021 goals and budget. **Change year to 2022**
  2. Continue to update existing procedures. **Keep**
  3. File delinquent claims in small claims court through our attorney by June 1, 2020. **Remove the year**
  4. Have lake appearance and weed control in good shape by Memorial Day. **Keep**
  5. Review By-law and covenants. Recommend any changes. **Keep**
  6. Future storage of Files that are off site. **Keep**
  7. Work on developing an Emergency Procedure. **Keep**
  8. Develop a Road Maintenance Plan. **Keep**

9. Task force tackles PPA future needs and estimated costs. **Remove, believe this has been taken care of.**
10. **Succession Planning for key roles.**
11. **Determine long term weed removal.**

- **Letter from Refior Law Office**

- Pat received a Cease and Assist Letter from Refior Law Office regarding the property owned by Daniel Stuckman. He would like the sign moved, the weeds removed and for the association to stop using Holiday Lane.
  - Pat went to the county to check on who owns Holiday Lane. No one pays taxes on Holiday Lane. According to County records Holiday Lane is noted as a Drive.
  - Pat, Bernie and Terry looked and it does not look like the sign is on Stuckman's property. There was some rip rap that was placed on his property that has been moved.
  - Dan has been paying as non-lake front property.
  - Terry reached out to Dan to let him know that Pat got his letter. Dan let Terry know that he feels people around Papakeechee have it out for the Stuckman name. Dan let Terry know that he pays his dues but cannot use it and that maybe he would turn it over to the state. Terry asked him if he would consider turning it over to the association. Terry told Dan that he had been mowing it and keeping it nice. Dan asked him to stop mowing.
  - Terry feels like we should remove the weeds before winter. Terry spoke to Dave Moore and Dave Moore thinks it would be four loads and roughly be \$400.00.
- Terry Radtke made a motion that we hire Moore & Moore to remove the weeds at an estimated cost of \$400.00
  - Bernie Ebetino seconded the motion.
  - Motion carried.
- Pat is looking into getting the survey for the property purchased from Davidhizer.
  - Sally wondered if we should make an offer on the property.
  - Terry was going to let Dan know that we would be removing the weeds.

- **Circle Drive.**

- Pat got a phone call from a resident on Circle Drive about potholes in the paved section. Dave Floyd drove around and checked out the road. He believes there might be one pothole that needs filled. The gravel looks like it has been filled in and graded. Dave Floyd thinks if it just that one pothole that he can fix it, but he wants to make sure that is what the resident is talking about. Dave Floyd will reach out to the resident.

- **Adjourn:**
  - Steve Herendeen made a motion to adjourn the meeting.
  - Dave Floyd seconded the motion.
  - Motion carried.

**Meeting Schedule:**

- October 10, 2020 – 8:15 AM – PPA Building

**2020 Goals:**

1. Develop 2021 goals and budget.
2. Continue to update existing procedures.
3. File delinquent claims in small claims court through our attorney by June 1, 2020.
4. Have lake appearance and weed control in good shape by Memorial Day.
5. Review By-law and covenants. Recommend any changes.
6. Future storage of Files that are off site.
7. Work on developing an Emergency Procedure.
8. Develop a Road Maintenance Plan.
9. Task force tackles PPA future needs and estimated costs.

**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. [Completed.](#)

- Propose next calendar year's budget. [Completed.](#)

April:

- Dues and fees are due April 1. [Completed.](#)
- Complete harvester maintenance. [Completed.](#)
- POW WOW distributed. [Completed.](#)
- Review and Approve next calendar year's budget. [Completed.](#)

May:

- Pay property taxes for year. [Completed.](#)
- Weed treatment. [Completed.](#)
- Water quality testing.
- Send list of delinquent property owners to Steve Snyder. [Completed.](#)

June:

- Establish nominating committee [Completed.](#)
- President appoint Audit Committee of 3 Association Members [Completed.](#)
- Fiscal year end June 30 [Completed.](#)
- Conduct 2<sup>nd</sup> quarter Dam Inspection [Completed.](#)

July:

- Plan for Annual Meeting

August:

- Annual Meeting.
- Review Insurance coverage. [Completed.](#)

September:

- Set goals for next calendar year.
- Conduct 3<sup>rd</sup> quarter Dam inspection.
- Propose and 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
- 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

