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**Property Owners Association Board Minutes**

April 1, 2013

*(March Meeting rescheduled for snow)*

**WELCOME:** Alan Ortbals called the meeting to order at 7:05 p.m. Roll call was taken.

**Roll Call**

**Present:** Mike Dawson, Nicholas Head, Walter Heck, Mark Hicks, Craig Louer, Alan Ortbals, Gene Peters, Justin Range, Jim Seubert, Bart Solon, Michael Watts, Roy Wehling, and Carolyn Green

**Absent:** Larry Ahrens, Andy Leek (excused), and Todd Smith (excused)

**Visitor’s Present:** none

**NEW BUSINESS**

Officer elections Justin Range moved the current officers maintain their roles. Roy Wehling seconded and the motion passed unanimously. Committee assignments were discussed.

Andy Leek will chair Building, Contractor Compliance being dropped. Alan and building committee can help monitor. Al is always the one who calls city anyway.

**Approval of minutes:**

Carolyn Green presented minutes of the Jan 28 meeting. Mark Hicks made a motion to approve with one correction. Justin Range seconded and the motion passed unanimously.

**Financial report:**

Bart Solon, treasurer, presented the Financial Report and went through the figures. Year-end numbers were reviewed. Assets are now $141,228.  Bart recommends transferring some money to reserve accounts. Assessment money was down but some past assessment has been collected which should show up in the next month's report (should go into dam maintenance). Justin Range made a motion to approve the end of year financial reports and Mark Hicks seconded, and the motion passed unanimously.

* Bart made a motion to transfer $2,168.37 into the general reserve and $30,000 into lake maintenance (from assessments) Mike Watts seconded and the motion passed unanimously.

**ASSESSMENT:**

At the current assessment of 1.4 cents per square foot of land we can expect income of about $96,000. Alan suggested we run the assessment survey again to get resident thoughts following annual meeting discussion. Carolyn will add a question on flat rate per lot or per owner. Justin Range moved to keep assessment the same. Walter Heck seconded and the motion passed unanimously.

**BUDGET:** Bart passed a budget worksheet out to each committee chair for them to make requests.

**ADMINISTRATOR’S REPORT** – Carolyn passed out a new link to online reports, which includes the boat owner’s database sorted by boat number and by owners last.

**COMMITTEE REPORTS**

**Building committee** - 2 requests no variances.

Charles & Judy Hall, 422 Circle-shed approved

Scott Wetzel, 15 North Shore-pool approved

**Commons** - Mike Dawson, chair

Workday tomorrow. Will also be trying to get bids. Mike motion for $3,000, Mike Watts seconded and the motion passed unanimously

**Dam Maintenance** - Mike Watts, chair

* As reported last month we have the dam inspection report back. The overflow and spillways have some washout or little holes/caves in the dirt under the concrete that the inspector want filled.
* The City did an emergency action plan, which included our old emergency plan. It was rejected. The City’ contractor, Holsheer, put our plan with theirs to make a new unified plan. We would like to Hurst-Rosche if they would be willing to be our "dam" engineer and oversee maintenance and be the emergency contact. They would need to have someone available on call in emergency high water situations. The milestones we need to watch for are: 4.8 inches of rainfall in 2 hours or water within 2 feet of top of the dam. If that happens we must activate emergency plan procedures.
* Mike will send a digital copy to Justin, our contact at Hurst-Rosche and see if they can be the “Qualified Dam Safety Engineer Contact (QDSEC)”
* Last year there was approve to dive on gate. Gate has to work to implement emergency plan. Walt can do the photos. H-S can check and give us designs to do a safety catch.

**Building**:  Submitted by Andy Leek, chair - no report

**Fireworks**:  Submitted by Michael Watts, chair. Fireworks will be Saturday July 6, we have permit

**Fish and Wildlife**:  Submitted by Walter Heck, chair

* Critter control is working on trapping beaver. They will report to Carolyn when they want money. They will call Walt if they catch anything. Mark saw a muskrat at Schnietz property and Walt said there have been calls on coyotes on West Lake.
* Walt reported that there have been requests for the Association to provide food for the adult fishing tournament again. It was mentioned that the golf tournament food comes out of proceeds and it should be run the same way. Others saw it as a lake social. Mike Watts made a motion to provide $350 for food for an adult fishing tournament. Justin seconded. Gene suggested people not fishing pay to eat and that was added to the motion which passed unanimously
* Walt said the fishing reports are saying we are doing really well on size and content. People have been catching large crappie and bass.

**Legal**:  Submitted by Alan Ortbals, chair

* Overdue assessments - 238 Park will be paying back assessments and taking down old red boat dock.
* The Association now owns the Hunter property on Branch Street. The neighbor has encroached to build driveway on the property. Colliers appraised it at $55,000 for the lot. $2.50 per square foot. They suggested creating a 10-foot setback selling that to neighbors for $12,500 approximately. Other options were discussed.
* Alan reported that there is a family relationship with the owners so to avoid conflict of interest he is not the best person to work with the family. Bart will go talk to them and see if there are options for granting easement
* Right of 1st Refusal - 307 Barnett vacant lot with contract to sell. Do we want to waive our right of 1st refusal? About 70' across. Selling it for $31,000. Craig moved to waive right of first refusal, second by Gene and motion passed unanimously.

**Meetings Elections and Social**:  Submitted by Jim Seubert, chair

Jim thanked the group for the flowers sent to his mother-in-law’s funeral. He reported that the Luau will be Saturday, May 25. It will be in the lot across street from 121 W. Lake again this year. Boat parade start at 1 pm with Island theme. Luau and potluck at 5 pm, fire performers at dark.

**Restrictions** - Submitted by Roy Wehling chair- No Report

**Safety**: Submitted by Justin Range, No Report

**Silt & Erosion**:  Submitted by Craig Louer, chair

The Association had approached Horner-Shifrin for 3 things. We've dropped the East Lake silt development for the moment. Committee recommends taking on two projects.

1. Design to make E8 a silt depository (will look like an earth fort)
2. South End Catch basin - Estimate on flow on creeks from West Lake Drive as a silt depository that could be constructed and dredged periodically. Believe we can capture up to 80% of silt coming in from creeks

* Horner-Shifrin would charge us  $33,000 to develop a plan to develop E-8. They will meet with us. Get description of property and survey it. Contact utility companies. Collect topographic survey, Geotechnical review of the soil and check for embankment conditions. Grading plan and specifications for use. 95% plans and applications for permits. Five copies to send out for bids with estimates of expected construction costs. We will better understand capacity after this is done. It might mean a 5-year cycle to clean out the silt basin but that could change significantly based on incoming silt.
* Craig also recommended that we contract with Horner Shifrin engineers to develop plans for a catch basin with a cost of design not to exceed $73,000. Proposed tasks include designing a 4 acre, 8 ft deep depository. (Basically same tasks as above, meeting with us, investigation, soils, design, geotechnical, simplified hydraulic study for baffles, specs for bidding, permitting, 75% complete plans, storm water prevention plan, copies for bidding, etc.) Craig will look into the possibility of allowing some kind of lane or option for boat traffic on the south end.
* They expect it to take 60 days to develop both. It is possible to get both done this summer.
* A number of concerns were raised and the board talked about the options at length.
* Bart Solon made a motion to enter into the contract with Horner-Shifrin engineering to do both items as recommended by the silt committee. Roy seconded and the motion passed unanimously.

**Web Page**: No Report

**New Business**

* IL Association of Lake Communities –Alan recommended joining the group. We believe cost to be about $200 per year. Gene Peters moved to join the association. Mark Hicks seconded and the motion passed unanimously.
* Newsletter – get information for the spring newsletter to Al right away.
* Administrators contract.

**Adjournment**

* The meeting adjourned at 9:30 p.m.
* The next meeting will be at 7 pm Monday, April 29, 2013

Respectfully submitted, Carolyn Green, Administrator