

December 3, 2019 Meeting of Sunset Lake Association Board of Directors-DRAFT

I. Call to Order, President Wilken- 6:59pm

II. Pledge of Allegiance, Randy Smith

III. Roll Call (Sec. Walkenbach)

President, Gary Wilken	P																		
Vice Pres., Johnson	A																		
Treasurer, Muschong	P																		
Secretary, Walkenbach	P																		
Jerry Winterland	P																		
Randy Smith	P																		
Harold Bly	P																		
Joyce Munie	P																		
Ron Rice	P																		

IV. President Wilken, call for changes or corrections to the agenda

Secretary Walkenbach asks that under New Business the Board adds d) January meeting to the agenda.

Approved

- ACTION, close the agenda- Joyce Munie moves to close the agenda, second by Jerry Winterland, motion passes.

V. Membership and Guest Recognition

Lot 138, 139 Valeria Jagiela- there appears to be a boat and boat house tipped over at Lot 134 is the Board aware of this? Randy Smith offered to look into the situation.

VI. Reports

a) November 5, 2019 Board Meeting- Secretary Walkenbach/Joyce Munie

- ACTION, approval of minutes- Joyce Munie moves to approve November 5, 2019 minutes, second by Jerry Winterland. Motion approved.

b) Treasurer's Report- Treasurer Muschong- The full report has been posted on the website for all to review. There are also copies of the recap on the back table. As noted we still have \$167,376.36 in the bank which includes operating accounts at \$94,698.38 (\$79,888.59 [reserve] + \$18,932.56 [checking] + \$12,916.93 [money market]) so we are ending the year financially solvent. Tom Day Business Machines, concerning our Service Agreement for November 19, 2019 through November 18, 2020. We have been over 20,000 copies annually in 2018 and 2019 due to the size of our annual meeting mailings. So I have negotiated a new contract that will cover the first 30,000 copies for \$450 per year instead of 20,000 copies at \$395, an additional cost of \$55 instead of paying the overage cost of \$250 for a savings of \$195. It also now includes toner (black and color) as well as labor and travel costs. I feel this is a much better contract than we had in the past. Delinquent Property Taxes- property taxes for two members representing four properties was paid to Macoupin County on November 27, these taxes totaled \$3,700. Letters will go out to the members by January 15 advising the members that we have paid their taxes and the amount they will owe Sunset Lake Association. Should we not receive payment by January 15th upon Board approval we will assess 6% interest on the money owed to the

Association. Members will be advised that the 6% interest will be added monthly until paid, they will also be advised that they will not be considered Members in Good Standing until their account is paid in full. 2020 Assessments will not be sent out prior to January 1, 2020 and likewise any payments received prior to January 1 will be held until January 2, 2020. Holding these payments will insure an accurate accounting of our 2020 Assessments.

- ACKNOWLEDGMENT, President Wilken acknowledges report and files with Secretary.

VII. Old Business

a) Assessments, delinquencies, foreclosures, property tax delinquencies, President Wilken- No change in delinquent assessments or other delinquencies. We have one potential foreclosure that has been reported to us and turned over to our Attorney to keep our interest in the leased land. Treasurer Muschong already reported on the property tax delinquencies.

b) Spillway work and tower restoration, update President Wilken- Phase I has been completed for \$91,763, about \$10,000 less than budgeted.

c) Legal actions, President Wilken- Concerning the misappropriation of funds we received an email recommendation from our attorney which the Board is contemplating. In the meantime Harold has offered to take our information to the FBI for consideration and recommendations. Lot 144 is still on-going with no progress. Lot 165, the septic issue is close to resolution we are waiting on the other side to complete paperwork. I will be completing a final report for the Lot Consolidation issue for the next Board meeting.

d) Property Tax update, Treasurer Muschong

- ACTION, Joyce Munie moves to approve the Board enact a 6% interest payment monthly, starting January 15, 2020 on the properties that the Board paid delinquent property taxes on, Lots 151, 151A, 151B and 272. Second by Jerry Winterland. Motion passes.

e) Dredging Update and discussion, Harold Bly/President Wilken- Board Members Harold Bly and Jerry Winterland and SLA Maintenance Mike Bigley measured coves for sediment where there was no water after the recent lake drawdown. Generally three to four feet of sediment was found at the back of these coves. A few areas were found where there would be less than one foot of water at full pool and suggest considering adding these coves to the dredging that is going to happen. The coves that should be under consideration are part of lots 226, 248, 158, 91 and 174 and would cost around an extra \$20,000. The originally considered dredging will begin December and it is hoped to be completed by December 21st. If we would decide to add the additional coves it would be eight coves for \$38,000.

- ACTION, Treasurer Muschong moves to approve dredging for the three originally identified coves at \$18,000 and the other five coves, not to exceed \$20,000, to be completed if weather permits. Borrowing \$24,000 from Operating Reserves which will be paid back with 2020 Lake Restricted Funds. Second by Joyce Munie. Motion passes, one nay.

VIII. Reports

a) President Report, President Wilken- No report, I've given all my reports already.

b) Water and Land Safety, Harold Bly (Ron Rice)- There continue to be complaints about speeding on the roads, we are looking at needing more signage, I don't think we want to purchase a radar gun to help control speeding. Two options I think are available, one send a letter to members to remind them to watch their speed; and two purchase speed bumps or speed humps which are movable. The cost would be approximately \$78 for a six foot bump and \$108 for an eight foot bump. Around Lot 237/238 there are complaints of water over the road, it looks as if we need a box drain and culvert with a leaf trap. I will continue to look into this situation.

c) Building & Construction Permits, Jerry Winterland (Randy Smith)- Approved Lot 83 for a dock, Lot 27 to tear off deck and Lot 35 for a four seasons room.

d) Finance, Insurance & Property Taxes Treasurer Muschong (Joyce Munie)- Given by Joyce Munie, the Committee met on November 14th, we discussed the missing 941 Forms required and compared QuickBooks desktop to web based. Treasurer Muschong contacted IRS concerning the missing 941 forms, we hadn't filled out these forms for four previous quarters and some of the associated payments were not made. There will likely be penalties but we don't know what those will be. Noting that this took place prior to this Board being in place, quarters one through three in both 2018 and 2019 and all payments and forms required by IRS are being completed at this time. Per the Quickbooks discussion there are pros and cons with both versions and we are still cleaning up the issues with the last transfer so right now it is recommended to stay the course.

e) Bylaws, Rules & Regulations/General NPF Corporation Joyce Munie (Harold Bly)- We are looking at several proposed rule changes. Working with Harold Bly and possibly meeting in January to discuss. Members will be notified if they would like to participate.

f) Sanitation, Ron Rice (Vice Pres. Johnson)- Thanks to Amy Walkenbach and Randy Smith for helping me get started. I will be ordering chlorine tables soon. Please check out the LakeNotes fact sheet for information on having a healthy septic system. Please watch out for harsh chemicals going into your system, those along with a garbage disposal are bad for your system.

g) Lake & Watershed Management, Randy Smith (Secretary Walkenbach)- I talked to the farmer who farms off West Lake Dr. concerning a buffer strip. He is amenable to meeting and discussing getting a buffer strip put in on the farm land. President Wilken added that we need to look at the Hays property on the northside as well.

h) Secretary's Report, Secretary Walkenbach- I will be presenting a Holiday schedule at our next meeting for Board approval. By year's end we will have had 18 lease transactions which includes the two HUD properties that we have wanted to get taken care of. I worked to update the lease transfer policy in 2019 and that was completed around midyear and helped transfers move smoothly throughout the year.

- ACTION, approval of Committee Reports via Consent Agenda- Move to approve by Randy Smith, second by Ron Rice. Motion passes.

IV. New Business

a) Truck Tires, Vice Pres. Johnson- Presented by Randy Smith

- ACTION, Randy Smith moves to approve the purchase of four truck tires at of cost not to exceed \$600, second by Jerry Winterland. Discussion follows, three prices were received by local businesses. Motion passes.

b) Sunset Lake employees Christmas Holiday, Secretary Walkenbach/Treasurer Muschong

- ACTION, Approve closing the office on Wednesday December 25 and the following Thursday and Friday and paying our three employees for those days as a token of our appreciation to them for their dedication to Sunset Lake Association during 2019. Motion made by Secretary Walkenbach and seconded by Ron Rice. Motion carries.

c) Boat House construction, discussion led by Jerry Winterland- Discussion by the Board concerning whether or not we need to consider making our rules more restrictive on boat houses to address the size and potential of blocking lake views.

- ACTION, no action at this time

d) January Board Meeting

- ACTION, President Wilken moves to suspend the January Board meeting, second by Joyce Munie. Motion passes, the next BOD meeting will be held in February.

e) Boat Stickers, Harold Bly- discussion on annual boat stickers vs two to five year stickers.

X. Membership Transfers, Secretary Walkenbach

Lot 2A, Pat and Linda Dufner to Mark Bodine

Lot 16, Lester Seaman to Michael and Tamara Bristow

Three pending transfers

XI. Membership and Guest Recognition

Lot 78, Marty Crews- what is the drop dead date for leaves to be picked up? President Wilken, we will need to get VP Johnson to address that. Some members have been notified and given deadlines for their lots. MC- pertaining to the missing funds was a police report filed? President Wilken- no and we are still looking at that topic. MC- in the cove near Val I see leaves, not silt, what is being dredged? President Wilken- there are lots of "things" called silt, all the organic matter plus the loose soil is considered silt.

XII. Board Comments

Treasurer Muschong- Merry Christmas and Happy New Year to everyone.

XIII. Adjourn- 8:23pm