

Sunset Lake Association Board of Directors Meeting Minutes
March 11, 2025, 7:00pm-Hanaur Hall

- I. Call to Order by President Russ Baldwin
- II. Pledge of Allegiance-ALL
- III. Roll Call by Jenny Buhl

Title, Name	Term Ends	Present/ Absent
President Russ Baldwin	2025	P
Vice President- Tom Sidener	2026	P
Treasurer, Michelle Bearden	2026	P
Secretary, Jenny Buhl	2026	A
Valerie Jagiela	2025	P
Anne Clough	2027	A
Ron Schultz	2027	P
Anne Dorman	2027	P
Dave Johnson	2025	P

IV. Approval of Minutes

February 11, 2025-

ACTION: Motion made by Johnson and seconded by Jagiela to approve February 2025 meeting minutes, all approved

V. Old Business

a) Pond Dredging Update Status and approval of Invoices

ACTION/DISCUSSION: Birch Pond Dredging has been completed. There was considerably more material to remove than originally thought. Invoices have been submitted for a total of \$59,885.00, (Otter Lake Enterprises-\$35,860.00; JLH Bulldozing-\$24,025.00) which was approximately \$6000 higher than originally planned. \$2500.00 of this invoice is for JLH to return to level out the soil that was removed from the ponds and dumped in field. Jagiela mentioned that if any members that are clearing out perennials, to donate to SLA to use around the retention ponds to help with erosion.

Baldwin made a motion to approve payment for these invoices, Sidener seconded, motion carried.

b) Tower Repair Update

ACTION/DISCUSSION: To recap the tower repair project, the 7 ft. gate was failing and in need of repair. For Lakes and Rivers to get an accurate measurement to send to the original manufacturer of the gate, it was necessary to lower the lake past this point. After sending the measurement to the manufacturer, it was realized the time and cost to fabricate the replacement gate was twice as much as originally quoted. The new quote was over \$11,000 and would take 26 weeks. A recommendation to this issue is to install a Mueller full port valve that is a "left to right" shut off and would cost around \$2000.00 and would be available immediately. Lakes and Rivers gave contact information for Galesburg Lake as they have installed a similar valve for them. Sidener is waiting on a call back from someone at Galesburg to get more information.

c) Board Policy regarding proposals to SLA Board

ACTION/DISCUSSION: President Baldwin presented his proposal to add a policy for when a member would like to address an issue with the board. The member would submit a form 1 week prior to the meeting with the request/issue. This would give the board time to research the necessary information and approve or deny the request at the current meeting rather than wait until the next monthly meeting.

Sidener made a motion to approve the policy with modifications to the proposed form, seconded by Johnson, all approved.

VI. Reports

- a) President Report: Russ Baldwin-Reported the pond dredging has been completed and will serve our lake for many years. President Baldwin recognized and thanked Dave Johnson for all of his time spent coordinating and communicating with the contractors and also thanked the Dunham family for being easy to work with while getting this project complete. The water level of the lake is coming up slowly. 2025 Boat stickers are available, \$20 for motorized and \$10 for non-motorized. Baldwin and Sidener have a color rotation planned for stickers for the next 6 years. President Baldwin has been in contact with the North Otter Road Commissioner regarding road closures. President Baldwin communicates this information to Sue Muschong and Jeanette Early to get this information out to members
- b) Legal & Insurance and Safety Enforcement: Russ Baldwin/Ann Clough-Russ is in the process of getting a quote for Errors and Omissions insurance and will discuss later to see if this is something that needs pursued.
- c) Lake Patrol-Safety Enforcement: Russ Baldwin/Dave Johnson-Nothing to report
- d) Water Quality: Val Jagiela/Anne Dorman-Nothing to report
- e) Building & Construction Permits: Ron Schultz/Tom Sidener-1 Dredging Permit and 1 Building Permit

- f) Common Grounds: Roads & Dam: Tom Sidener/Ron Schultz-One post of the boat ramp dock was repaired by Ron in maintenance, he is also servicing the mower to be ready for mowing season.
- g) Leasehold Ground: Anne Dorman/Russ Baldwin-A few complaints have been submitted, Russ and Anne will check into these issues.
- h) Treasurers Report-(Finance, Insurance & Property Taxes): Michelle Bearden/Jenny Buhl- Michelle explained the expense activity in her report. \$9300 moved out of the money market account into the Restricted Lake and Dam account is from the portion of assessments collected in January and transferred in February. The \$3500.00 line item from the reserve account is for the refurbished copier that was purchased unexpectedly since our current copier needed replacement. \$12,000.00 is to cover the cost of repairing storm damage on North Circle Drive. This was approved last fall, but the work is now getting done. The Lake and Dam account balance is increasing as assessments are received. Funds will be moved from the Contingency Fund account to the Operating account to cover the additional cost of the retention pond cleanup of approximately \$6000 along with the \$40,170. that was approved my member vote. The board is approved to use up to \$25,000.00 each year of reserved funds for emergencies or unplanned expenses. To date we have used \$9,500.00. P&L was reviewed with all totals being inline for this period.
- i) Bylaws, Rules & Regulations/NFPC Status: Val Jagiela/Ron Schultz/Russ Baldwin-Nothing to report
- j) Sanitation: Russ Baldwin/Dave Johnson-Chlorine checks will begin approximately April 9th, any member not having chlorine in their tube at the time of check will be assessed a fee for adding chlorine to their tube.
- k) Leases- Administrator of Leases; Amy Walkenbach/Jenny Buhl-1 pending transfer currently, it is not complete.
- l) Long Term Planning Committee-Ron Schultz-Ron held a kick-off meeting March 10th that involved 10 volunteers with a mix of SLA Board members and SLA leaseholders to discuss the purpose of this committee, which is to develop, renew and recommend a strategic plan for the lake association under the direction of the board. They will be looking at approximately a 10-year project plan to help with the budgeting projection. They will also develop a plan to keep projects moving and not get "lost" as members change.
- m) Payroll Administrator-Sue Muschong-Sue submitted a summary of items she has been working on that included a spreadsheet for personal time off, she is working with QuickBooks to differentiate worked hours, Holiday hours and PTO hours on employee checks for ease of tracking hours for the IL Law requiring 1 hour of PTO time for every 40 hours worked. In April, the Federal and State tax payments will change to weekly payments. She suggested a fireproof safe to house personnel files.

VII. New Business

- a) Request from leaseholder for reimbursement

DISCUSSION:/ACTION: President Baldwin received a request from a member to be reimbursed \$1000.00 for cove dredging that had not been board approve. The member explained this was just a portion of his cost, and felt the work that he paid for should have already been done during the planned cove dredging but was not, so is only asking for a portion of his cost to be reimbursed. President Baldwin

explained the request could not be granted as there are no additional funds allotted for cove dredging and the board has had other requests to offset members costs for cove dredging and they were denied as well.

Membership and Guest Recognition:

Lot 237 Ron Rice-Inquired how much was allocated for cove dredging-Dave Johnson replied \$48,000 was planned and spent on dredging 5 coves. It was also mentioned that \$40,000 was approved by membership for pond retention.

IX. Board Comments

Monday games days have been cancelled for April due to low attendance.

The Spring Meet and Greet is scheduled for Saturday, April 26th at Hanaur Hall from 10am-Noon, inviting all members to stop in and say "Hi"

X. Adjourn 8:17pm- Motion made by Johnson, seconded by Jagiela to adjourn, all approved.