

Minutes
Sunset Lake Association Board of Directors Meeting
March 10, 2026 at 7:00 p.m. at Hanauer Hall

- I. Call to Order by President Ron Schultz
- II. Pledge of Allegiance
- III. Roll Call

Director	11/18/25	12/9/25	1/13/26	2/10/26	3/10/26	4/14/26	5/12/26	6/9/26	7/14/26	8/11/26	9/8/26	10/13/26
M Bearden	P	P	P	P	A							
J Buhl	P	P	P	A	A							
A Clough	P	P	P	P	P							
A Dorman	P	P	P	P	P							
C Davis	P	P	P	P	P							
V Jagiela	A	P	P	P	P							
R Schultz	P	P	P	P	P							
R Winterland	P	P	P	P	P							

- IV. Approval of Minutes for Board of Directors Meeting from February 10, 2026
 No corrections. Motion by Chris Davis to approve and 2nd by Rodney Winterland. Motion passed by unanimous vote.

- V. Old Business
 - a. Update on tower repairs
 The final stage of repairs are scheduled begin March 23, 2026. They will be take 1-2 days to complete.

- VI. New Business
 - a. Bid Procurement Policy- a proposed policy was emailed to the Board a few weeks ago. Ron read the document so that audience could hear it. There have been several instances where the question of if bids were needed or not arose. Ron suggested we table to next meeting so the treasurer and former treasurer can comment. Rodney Winterland moved to table and Anne Dorman seconded the motion. Action on Bid Procurement Policy is tabled. John Fox from audience asked if there are state guidelines we have to follow. The Board responded that the Board can adopt rules tailored to meet the needs of the organization. The threshold for bid requirements should be determined by the size of the organization.

- b. Hanauer Hall Septic Repairs- Val Jagiela & Rodney Winterland provided a joint report. The septic system for Hanauer Hall has been pumped and a number of items need to be repaired. The estimate from Maguire Wastewater Solutions is \$2243.84. This is not a specific line item in the budget, but funds will be allocated to accomplish the repairs. Ron Schultz made a suggestion to do the repairs now and then talk about a maintenance contract in the future so that we make sure the system remains in good condition. Rodney Winterland made a motion to approve the repairs, not to exceed \$5000.00 for the current repairs. Val Jagiela seconded the motion. Comment was made by the board that we should maintain the septic here since homeowners are required to. Motion was approved by unanimous vote.
- c. Hanauer Hall Septic System Maintenance Contract- Maguire Wastewater Solutions has proposed a contract for \$275.00 per year and which will include two service visits per year from Maguire Wastewater Solutions. The treasurer has reported there is money in the budget for this. Maguire's will pro-rate the contract for this year if the Board chooses to do the repairs. Maguire's will also use our chlorine on hand to save us from having to purchase their chlorine. Rodney Winterland suggested rolling this task into the maintenance employee's duties. The Hall has a sand filter system, so the annual inspection is very simple. Val Jagiela moved to go with a maintenance contract with Maguire Wastewater Solutions for this year only. Chris Davis seconded the motion. Discussion was made that during the process of fixing the current issues, cameras will be used to find out exactly where the sand filter is draining. The motion passed unanimously.
- d. Fence permit for Lot 22A. There is a permit request for a wrought iron fence to surround a hot tub and the adjoining yard on Lot 22A. A fence permit comes under the discretion of the entire board because the bylaws require the board to approve all fences. A rendering was provided by the applicant and such rendering was discussed. The rendering does not have exact measurements, which are necessary to make a determination. Val Jagiela suggested there needs to be more space between the riprap and the fence for dredging purposes. Rodney Winterland would like exact, specific rules concerning fencing to be instituted. Ron Schultz thinks that its more than a hot tub fence, so the provision in the rules which says hot tubs is way extended here. Anne Dorman thinks that it makes things very choppy to have fences and we have to access yards for septic checks. The bylaws were read to the membership as they stand. Anne Dorman made motion to deny the request. Chris Davis seconded the motion. The Motion to deny the permit passed. The applicant can reapply with a permit for a hot tub fence. Val Jagiela stated that she is not opposed to fences. If someone wants it to

be readdressed in our bylaws, they should bring it back to the board at the next meeting.

e. Illinois Association of Lake Communities

Chris reported she attended the Illinois Association of Lake Communities. There is a wide variety of sizes of associations in this group. Goose droppings on the dock were discussed and no one has good advice. Job descriptions were discussed and some contacts Chris made will be sending her information. Meetings are held quarterly. The fee for membership is \$400.00 per year. Amy Walkenbach is our representative on this board, however, it is reported she is ready to retire from this role. Chris is willing to attend on our behalf until someone is appointed, and she would also be willing to accept permanent appointment on our behalf. Ron asked Chris to attend and keep us actively involved.

The differences in the Illinois Lake Management Association (ILMA) and Illinois Association of Lake Communities (IALC) were described by Chris. ILMA was created at the state agency level to communicate between officials and people who manage lakes and to provide outreach and education. IALC was created to help lakes lobby and protect their interests.

f. Illinois Lake Management Association

Chris reported about her attendance at their meeting. ILMA was created in the 1980's. There are a lot of resources available to us through the membership of this organization. You get a lot of science and knowledge from lake managers, lake lovers and lake scientists. Lake Lovers of Lake County has monthly webinars and Chris will forward to the board when she gets a link for the meetings.

VII. Committee & Other Reports

1. President's Report

- a. Annual goose permit has been received. We are on a recurring permit program. We need to make sure we get it renewed every year. Ron has a list of people who will be recruited to help with the task. There is a follow up report we have to submit when we are finished. The last two years we oiled 66 and 55 eggs.
- b. The practice has been to require two board members to sign off on employee time sheets each week. This practice started 5-6 years ago. Ron Schultz thinks we only need to have one signature. Gary Wilken said there was a reason this practice began and we need to be diligent about oversight. The new policy will be one signature is required.

- c. The sign-in sheet from meetings has been posted on the Sunset Lake Website in the past. The Association will not be posting an attendance sheet on the website in the future.
- d. There is a need to update the lease language and Russ Baldwin will help update it and we will then have an attorney review it. Chris suggested looking at leases from similar communities. Russ said we are “unicornish” here, which is a legal term, upon questioning by Rodney Winterland.
- e. Social Media- The Lake Association does not operate a Facebook or social media page. The Association itself only has our website under our supervision. The information posted on the Sunset Lake Association Facebook page is not governed by or official from the Board and there is no guarantee of correctness or accuracy of the information.
- f. Ron would like to create a session for the Board and Association members to meet and be instructed on an overview about the dam, structures, and regulations that we are required to abide by at the lake. Gary Wilken will provide the instruction and a date other than a regular board meeting will be set to have this informational session.
- g. We need to start conversation about long range finances and the impact of the long range plan on what assessments/funds will be needed to complete the plan. July is probably too far out to start some of the hard discussions that need to occur. We have to look at assessments and we have to be able to substantiate raises in assessments.
- h. We are continuing to discuss job descriptions. The current focus is on the maintenance department.
- i. Ron & Rodney met with Andrea Bushnell yesterday concerning the fireworks contract and the meeting went well and we are addressing some questions with Falling Skies.
- 2. Legal & Insurance Committee- Anne Clough is working on an insurance audit which will be done in the next week or so. Anne Clough will explore if we need a special rider with our insurance for the fireworks display.
- 3. Lake Patrol- no report but boats have been out
- 4. ByLaws Rules Regs- no report
- 5. Building & Construction
 - a. Lot 112- boat lift approved
 - b. Lot 82- septic repair was approved
 - c. Lot 65- home addition and tree permit was approved
 - d. Name change is in the early process and lot number not mentioned yet
 - e. Lot 22A fence permit was discussed previously in this meeting
 - f. Ron suggested that we need to revise the tree policy. He read the policy. There is no process for turning down a request and two board members are required to sign off on it. Ron will calculate the number of trees that have been cut down in the past year and talk about it in the future. He said it is a shocking number.

6. Common Grounds Roads Dams
 - a. Working on job description. It is in the proofreading and review process currently
7. Leasehold/Grounds

2 lots were assessed fines for not cleaning leaves up. Ron from maintenance cleaned up one lot and one lot has until tomorrow and if it is not cleaned up, Ron from maintenance will go do the cleanup.
8. Finance /Property Tax- no report other than the Treasurer reported no issues at this time and there is one item that the office staff needs to make sure is properly recorded in Quickbooks, which will be relayed to Ruth Anne for review.
9. Sanitation- There will be an email this week with septic information. One is a form which has to be filled out and turned in by June 15. This will help develop a list of what each property has.
10. Water quality-
 - a. 2 carp will be delivered to Birch Pond this spring and the Walleye will also be delivered this spring, instead of in the fall, because water temperatures will still be cool enough.
 - b. a list of lots has been created and grouped by coves so that they can be quickly notified when there is a positive test.
 - c. Chris Davis, Anne Dorman & Val Jagiela made a list of dates that testing will occur for e coli. There will be 3 coves tested each month.
11. Booster Club- John Fox reported on behalf of the Booster Club
 - a. Pancake Breakfast was February 21 and it raised \$2000.00
 - b. March 21 is St. Patrick's Day Trivia Night and there are some tables still available. Up to 8 people per table and its \$10 each.
 - c. There will be a Poker Run on May 23, 2026.
 - d. There will be a Fishing Tournament on June 21, 2026.
 - e. The fireworks will be June 21, 2026. The contract is being finalized. The Booster Club has the funds for the fireworks. Twyfords will also be here that day with their food truck.
 - f. Social Media- The Booster Club is changing their page which will state their mission and organization goals and the fact it is separate and independent from the Sunset Lake Association.
 - g. The Booster Club is looking for a project manager to complete the plans and approval of the pavilion project. The Booster Club has the funds to start on the base of it. They have people committed to construct it. It will take about one week. It will be open to lake residents only. It will be suitable for family gatherings, graduations, weddings, etc. Question becomes if we can limit who uses it and what type of insurance requirements this creates. They want to meet with the board and the insurance company to see what the coverage is and what additional insurance is needed. The conversation is whether the Booster Club needs their own coverage. John asked if membership or just the board has to approve the building. They would like to complete it in 2026. Ron thought this

year is ambitious but as soon as they are ready to submit plans we will begin working on it.

11. Long Term Planning- Chris is taking over managing this committee. The draft of the long term plan is still being put together. The list of things that need to be done is long and Chris is trying to condense it into a manageable format.

12. Membership & Guest Recognition

a. Dave Johnson Lot 49-

- i. He inquired if the maintenance employee is getting licensed to spray weeds? The lake's maintenance employee was given materials to study for the exam last year. Chris will add to the job description as a requirement that they get certified.
- ii. Several drains are filled up with leaves on the North Side of the lake and someone needs to be opening them up. The job description for the maintenance employee states the drains should be inspected once a week.
- iii. Sanitation- last year there were 4 repeat offenders who were deficient in chlorine. He would like this to be addressed by the Board.
- iv. There is a damaged stop sign which was damaged by a falling tree that occurred this winter and it needs to be fixed. Ron Schultz has told Ron from maintenance to fix it.

b. Kevin from Lot 215- fuses and electric need to be updated in the hall. The breaker blows when too many coffee pots are plugged in at the hall.

13. Adjournment to Executive Session moved by Rodney Winterland. Second by Anne Dorman.
14. Next Regular Meeting is Tuesday, April 14, 2026 at 7:00 p.m. at Hanauer Hall, 30505 East Lake Drive, Girard IL
15. Motion to adjourn by Rodney Winterland. Second by Chris Davis. Meeting adjourned.