Wilderness Park Home Owners Association APPROVED Meeting Minutes April 1, 2017

Meeting called to order at 9:30 am

Present: Gina, Vania, Char, Tom, Mitch, Brenda, Kristi

Absent: Shane, Corky

Presidents Report (Tom):

- Go Fund Me page for Andy and Jeff Carbart, they lost everything in a fire. May have a fundraiser at the bar for them.
- Mitch donated life jackets for the park.

Secretary's Report (Kristi)

 Kristi read and approved Minutes for March, Brenda made a motion to approve and Gina 2nd it and all in favor.

Treasurer's Report (Tracy)

• Balances:

US Bank: \$48,866.16 US Bank Savings: \$11,154.83 Anchor Bank CD: \$18,523.78 Eagle Valley CD: \$11,782.82

- Tracy separated out road maintenance and plowing.
- Profit and Loss statement shows \$29,464.02, we cannot collect on anything over 7 years old
 according to attorney and collection agency. Will be sent to the accountant for bad debt write off, it
 was decide to not write it as bad debt and still try to collect.
- Back dues cannot be passed to a new owner.
- Workmans comp, we do not have coverage on personal property,
- Northfork, changing locks, Motley Fire and Rescue if we want to donate. Property tax statements came in.
- Collection agency proposal, they have a computer system any of the board can go on. They take
 care of the judgments; put it on their credit, they collect a percentage of what they collect, 29%.
 Professional Recovery Personnel is out of the Twin Cities, the board agreed to proceed forward with
 this. Tracy will send the past two years and back, Kristi made a motion to approve and Char 2nd it,
 all in favor.
- Attorney is still working on delinquent list. They are working with the people that are willing to turn their property over.
- Two individuals from Cass County were present at the meeting as well.

John from Environmental Services – Scott is the specialist of this area and he determines what and where you can build and helps with permits. They will give to the end of the summer to get a permit for what currently doesn't have a permit for and will waive the "after the fact" fee. E911 numbers are a great idea for everyone that is how the ambulance and fire departments can find you. Application can be filled out for this. It was thought the fee for the E911 number is \$50, you then are given an address with this. Anything building over 10 x 15 needs a permit. Any trailers after two weeks need permit. A 32 foot square landing is allowed outside a structure, all decking needs permits.

Kelly – brought park map which shows all lots for sale as of today. Wetland regulations – in Cass County if you are going to fill, drain or excavate any wetland area you need to speak with him.

Mark Peterson is the Cass County Assessor for property assessment in Walker for property taxes. Multiple people would like Mark to be present at the annual meeting due to multiple lots being accessed and lot values increasing.

Caretaker's Report (Tim)

- Work performed prior month Washed out culvert on Poplar, Southwood, and one other. Several
 culverts are froze, some should be taken out and bigger ones should be put in.
- Handicap bathroom put a new handle on, rekeyed.
- Roof over bathrooms Will get material.
- Tim will come back full-time April 1, 2017 Gina made a motion to approve and Brenda 2nd it, all in favor

Bylaws and Covenant Report (Colleen or Tom)

• Update on letters sent – Colleen has all letters to be signed and sent out. These were signed by members of the board that were present.

Road Committee Report (Corky and Shane)

Main roads were graded. Shane and Corky were both absent for the meeting.

Activities Committee Report (Brenda)

Update on activities – no updates at this time, working on getting supplies for the breakfast.

Newsletter Report (Char) - Next one will be in fall.

Dues Committee (Char)

- We will wait until August for annual meeting as we need approval due to the covenants has to be 50% of the voting individuals on the structure.
- You can have one camper and a guest guarters less than 700 square feet per parcel.
- We will start all over with the dues committee proposals and come to the annual meeting with proposals for everyone to discuss and vote on.
- Determine if the dues should be raised this year We will raise the dues 10% Gina made a motion to approve and Vania 2nd it, all in favor.
- It was requested that we donate \$100 to Motley Fire Dept as they have been in the park several times this year, Brenda made a motion to approve and Char 2nd it.

First responders – (Tracy)

- Tracy did not ask them to come to this meeting with Cass County being present, but will ask
 responders from Motley and Staples to be present for the next meeting. Because we are a private
 entity we cannot get insurance, if we join Motley we don't need it. They would be okay with changing
 bylaws to include the park.
- Proposal for part-time manager Tracy had brought a proposal to the last meeting to the board to consider her for a part-time park manager. There was a special meeting that took place before the meeting this morning. At this time, the board had made the following stipulations regarding the position: Pay for this position would be \$15.00 per hour + \$250.00 per month she is already getting for treasurer work for the park. This position is part-time which will be no more than 20 hours per week. Tom will bring a job description for this position. Tracy must provide her own health insurance. All payroll checks for this position will be signed by the president and hours will be documented. All checks are signed by the President of the Board to avoid a conflict of interest with also being the treasurer for the park. Tracy accepted the position and will establish consistent office hours and cover certain duties for Tim's two days off. Key cards will also be Tracy's responsibilities. Books will be audited once a year, maybe twice a year.

Tracy's position is effective immediately, Brenda made a motion to approve and Vania 2nd it, all in favor.

Meeting adjourned at 11:15 AM