

Leisure Lake Association, Inc.
Board Meeting Minutes
March 11, 2023 approved

Charlie Pattee called the meeting to order at the Ann Hansen Community Center. Roll call was taken at 9:00 a.m.

Board Members Present: Charlie Pattee, Randy Wellman, Kenny Thrap, Rick Lee, Craig Knox, Cinda Stifel, Lynn McCarter

Board Members Absent: Alan Smith, Tom Metzgar, Tom Shockey

Guests: Grace Sivadge, Jack Stifel, Dale Hansen, Max Dickerson, Denise Lindquist, Carlyne Kelso, Jack Wright, David & Angela Knox, Adam Gallagher, Jamie Allen, Miles Tratchel

Guest Discussion: none.

Approval of Board Minutes: Cinda Stifel made a motion to approve the February board minutes. Randy Wellman seconded the motion. **Motion passed.**

Approval of Financials: Vicki Baker made a motion to approve the December 2022 financials. Cinda Stifel seconded the motion. **Motion passed.**

Lynn McCarter made a motion to approve the January 2023 financials. Vicki Baker seconded the motion. **Motion passed.**

COMMITTEE REPORTS

Road Committee: Denise Lindquist reported that a brush hog attachment for the tractor was recently purchased. Denise thanked Kenny Thrap for handling that. Denise reported that Jamie Allen, Lake Maintenance Man, has worked 124.5 hours through the end of February. The next road committee meeting is tomorrow morning.

Building Committee: none.

Lake & Property Maintenance / Spillway Committee: Jack Wright, reported that Charlie Pattee appointed Jack as the Chair of this committee. Jack stated that there needs to be assessment of the railing that needs put up by mailboxes and have volunteers to do this project this spring. Jack reported that he talked with the members who were currently on the committee and some of the members chose not to be on the committee moving forward. Jack talked with Ryan Cox, Engineer, Nail Excavating, LLC, of Bethany, Missouri and he suggested we seek a more appropriate engineer for the leakage at the top of the dam as well as the erosion at the bottom of the dam. They recommended McClure Engineering, in Kansas City. Our contact is Matt Eblen. Jack is recommending that the board approve \$2000 for the engineer to come for a site visit. Also, Jack reported that Ryan Cox gave a cost

estimate of \$25,000-\$35,000 for the erosion at the bottom of the dam. This cost does not include the top of the dam. Jack stated he should have more information next month.

Jack also mentioned that the Mancel Lee Park needs cleaned up. Jack is asking the board for a time and commitment for the time and expense for bringing in a skid loader with a mower in the front of it. The cost would be \$80-\$100 per hour. He does not have all the information yet, but intends to come back with a more specific plan next month. Kenny Thrap suggested we do use a skid loader for this project because he does not believe the brush hog could handle the amount of brush and tree sapplings.

Budget Committee: Kenny Thrap reported that they met last month after the board meeting and will meet again after this meeting. Kenny stated that the 4-year plan for gravel will continue as planned. Jack Wright brought up the question of whether the 4-year plan would be listed under capital improvements or operating expense? Kenny stated that the first year (this current year), the gravel would come from operating expenses. Cost was calculated by tons of gravel rather than cost. This is the only thing that has been addressed financially, because we realize there is going to be a shortfall of income to cover it. The roads would be maintained as an ongoing expense.

By-Laws Committee: none.

Audit: Jack Wright reported that Katie Kinney (Quick Books Pro) is scheduled to finish programming Quick Books next week. Jack stated that this updated Quick Books would be in place before the actual audit. Jack stated he would have more to report at the next meeting.

Legal / Security Camera Committee: Rick Lee reported that there are 4 members (with non-paid assessments) were seen on the security camera dumping trash at the dumpsters and would like the board to give him direction as to the process of procedure. Jack Wright reported that he has tried to obtain the procedure book from the prior people on the Legal Committee, with no success. There needs to be a process of procedure for trespassing. This committee is very important to Leisure Lake in order to prosecute. Jack Wright asked Rick Lee to write the procedure for prosecuting, once Rick checks with the Sheriff, Rod Herring and the Prosecutor. The lake is only allowed to prosecute 12 people per year. It was noted that since there is not a committee for Legal formed as of yet, that it would suffice to go through Charlie Pattee, as president, for approval to prosecute. Also noted that the board needs to approve any letters before mailing them to members with regards to any legal action.

Kenny Thrap reported that Becky Thrap had to manually gather information that Craig Knox requested regarding members who are behind on their assessments. This contains no personal information. Kenny stated that for members who have signed the covenant and are behind on their assessments; for years 2017-2023 = 25 members = value of \$33,859.78 in assessments. Kenny also stated that members not paid or are on a payment plan = 21 members = approximate value of \$44,000 in assessments. Craig later stated that he just wanted dollar amounts of members and no personal information.

Covenant: Jack Wright reported in Sean Maschler's absence, that this committee is awaiting response from our attorney.

Shelter House Committee: none.

Vision/Mission Committee: Jack Wright is the new appointed chair for this committee. He is asking for volunteers. Since this committee dissolved last year, there is still unfinished business with regard to the playground equipment that was purchased and still needs assembled. This was purchased for Little Leisure Lake. Jack suggested that the board approve the area where the playground equipment would go. He suggested they trade the \$300 Money Order (received from the Vision/Mission committee last year for sand under the playset) and instead purchase some type of rubber mulch to put under the playset. Jack would like to ask volunteers to help put the wooden playset together. Jack volunteered to use a skid steer to prepare the ground for playset. It was also noted that the present playset on the site of shelter house may contain asbestos (treated lumber). Should the current playset at the shelter house be removed/repaired? Angela Knox (prior Chair Vision/Mission Committee) stated that all of this was previously measured and planned prior to Leisure Lake purchasing lots at Little Leisure Lake. Jack asked with the board's permission, he would collaborate with the Property Maintenance Committee and keep the playset in a viable spot.

Ladies of the Lake: Grace Sivadge read her report aloud. Their monthly meeting will be held today. She stated the last event was the Valentine's Day Dance Party held on February 18th. Mindy Durham and Kristy McCoy planned, organized, decorated and participated in a fun evening that was enjoyed by young and old. As of February 22, the bank statement balance was \$782.52, including one deposit of \$133 from the Valentine's Dance Party. The next meeting will be about the upcoming event of yard, bake, craft and plant sale to be held Saturday, April 29 from 8-4 pm. Donations are being taken for the yard sale.

Nominating Committee: Charlie Pattee announced there are three members for this committee including Linn Woolf, Kim Telkamp and Connie Metzgar.

Election Committee: No report.

Fishing Tournament Committee: No report.

Office Committee: Kenny Thrap reported on behalf of Becky Thrap. It was reported that Katie Kinney (QuickBooks Pro) was scheduled to come to the office next week to finish programming Quick Books. The March financial report in Quick Books should be ready to show board members at the May board meeting. It was noted that Becky prepared a list of non-paying members for the Legal Committee, as earlier stated in these minutes. At that time, we will add a blurb to billing statement asking members for their email, in order to save on postage. The Board had previously approved the billing statement with this wording. The newsletter will announce the request of member emails and will be mailed with bills in June. Quick Books will be updated in order to send emailed statements. There is a new contract for Rapid Removal to be signed by Charlie Patte, president. The current monthly payment for trash disposal is \$849.00.

OLD BUSINESS

Status of farm animals on Holsted property – Charlie Pattee gave an update on status. He has contact Mosaic Clinic and met with 5 people concerning the goats at Holsted property and that goats will not be an exception for support animals at Leisure Lake. Charlie is still pursuing. It was also noted that anyone can obtain a certificate online stating you have a support animal without out a doctor’s okay. Charlie is also checking with Preferred Health, in Trenton, where the letter was originally from.

Follow-Up regarding Gary Teepe property and people living there – It is noted that Cassandra Gathercole and boyfriend live there. They come and go a lot. It was thought that Gary Teepe had passed. There is no contact information for Gary Teepe. Rick Lee, Unit Director and Jamie Allen, will investigate further when Cassandra comes back to the property.

Repair of Guardrail on Township Road by Mailboxes: It was reported that Jamie Allen, Rick Lee and Alan Smith will install the guardrail this spring, weather permitting.

Committee List: Charlie Pattee reported that he is working on appointing, and seeking volunteers for committees. He already contacted the office with some updates.

Proposed By-Law (Amend Article IV, Section II – QUALIFICATIONS) – 2nd Reading: Vicki Baker read the proposed by-law in Sean Maschler’s absence.

No person shall be eligible to become or remain a Director of the Association who is not a paid-up member.

– The current by-law reads:

Section II. Qualifications No person shall be eligible to become or remain a Director of the association who is not a paid-up member. A member must have signed the Covenant agreement for all properties in his or her name(s) effective August 9, 2014. (revised 8/10/19)

This proposed by-law would remove the requirement for a property owner to have signed covenants on every property owned, to be able to be a Director on the board. Vicki Baker motioned to accept the by-law as written. Randy Wellman seconded the motion. All board members showed hands agreeing. Craig Knox opposed. **Motion struck.**

AND

As stated at the February 2023 board meeting, a motion was passed suspending the current by-law regarding Qualifications, to allow any member, who is in good standing, to be on the ballot for this year’s election August 2023.

Update re: Nomination Procedure Manual /By-Laws that pertain to Nomination Committee (hand-out): Kenny Thrap distributed a hand-out of “Nomination Committee Responsibilities & Sequence of Events” and “By-laws that Pertain to the Nomination Committee”. Also attached were the following

samples: the “willing to run” Candidate Letter, the Leisure Lake Nomination List, the Official Ballot List, Petition for the Board of Directors and Ballot.

Discussion took place with suggested revisions. Vicki Baker made a motion to accept the Nomination procedure as is. Cinda Stifel seconded. A show of hands voting for motion as is. All agreed. Craig Knox opposed. **Motion striked.**

It was noted to amend the “Nomination Procedure” by adding additional wording to reflect “*that for the 2023 Election year, the suspension of the required signing of the covenant on all owned properties*” be added, per the February board meeting minutes.

It was suggested that the “willing to run” Candidate letter showing the following words, “*You must have a signed covenant on all of your property and...*” be deleted from the letter.

Kenny Thrap asked if there were any suggested changes to the Leisure Lake Association Nomination List. It is noted that the following wording be striked - “*and covenants signed on all properties*”.

Vicki Baker made a motion to accept the hand-out, as a whole, with changes. Randy Wellman seconded the motion. **Motion passed.** Kenny will bring an amended hand-out packet to the April board meeting.

A short recess of 5 minutes.

NEW BUSINESS

Request for Access to Report for Legal Committee of Spreadsheet Information: Craig Knox requested a report from the spreadsheet on behalf of the Legal Committee. Since the office does not just give out the spreadsheet with member information, Becky Thrap, Office Chair, manually pulled the information that Craig needed for the Legal Committee. It was decided, after discussion, that two-weeks was acceptable for Craig to have received this information. Kenny Thrap and Jack Wright explained the process of obtaining information from the office. One would need to go through the Office Chair first for requesting information, which then gets put on the agenda for the next board meeting to be approved by the board.

Large Lake Spillway request for funding for Civil Engineer to evaluate and recommend process forward, Time & Material not to exceed \$2,000 – Kenny Thrap and Jack Wright have been corresponding with Matt Eblen, of McClure in Kansas City and Ryan Cox, of Nail Excavation, regarding the leakage and erosion of the spillway. McClure stated in their letter that Jack Wright will be their main contact. McClure gave an estimate fee of \$2,000 which does not include reimbursable expenses (out-of pocket expenses such as printing, vehicle mileage, delivery charges, filing fees or application fees, etc.) will be invoiced at actual cost plus 10% to cover administrative overhead. Kenny made the motion requesting that \$2,000 be approved for allocation from special assessment funds, as a capital improvement, to have McClure investigate leakage and erosion of dam. Vicki Baker seconded. All of the board agreed. Craig Knox opposed. **Motion passed.**

Proposed By-Law Amendment to delete alcoholic beverage prohibition Art XII, Sec I: Due to Sean Maschler's absence, this will be tabled until the next board meeting.

Status re: Review and comment on new, standardized "By-Law Violation" notification letter and procedure: Kenny Thrap read one of the letters Sean Maschler had proposed previously. This letter concerns the member's property (the shorter letter of the two). Vicki Baker made a motion to accept this letter and Lynn McCarter seconded. **Motion passed.**

The second letter, which Kenny also read, is concerning Leisure Lake property. Discussion took place and it was suggested that "...within 90 days of this letter..." be changed to "...within _____ days of this letter..." The blank line would allow the board to fill in a number of days, according to the situation. Vicki Baker made a motion to accept this change to the letter. Lynn McCarter seconded the motion. **Motion passed.** Kenny will send these letters with the changes to Sean for review.

The next board meeting will be Saturday, April 8, 2023 at 9:00 a.m. at the shelter house.
Meeting was adjourned.