

APPROVED MINUTES
ULLPOA Regular Meeting Minutes

Saturday, August 15, 2020

I. Call to order, roll call, Pledge of Allegiance - Doug called the meeting to order at 9:00am.

Board members present - Cheryl Wash-Secretary, Toni Vella-Treasurer, Doug Jones-Pres., Mary Sullivan, Jon Arneson, Kim Rogers

- **Welcome to visitors** - Guest list attached (**Attachment B**)

II. Approval of Agenda - A motion to approve the agenda was made by Cheryl Wash, and was seconded by Toni Vella. Cheryl asked to add 2 items to the agenda. **Item H** - A request from the RCD to be able to post yard signs for the upcoming referendum. **Item I** - A discussion about keys needed for board business and their availability to the board when needed. Mary asked to change her motion under **VII New Business item a.** to a discussion. Since Mike is not in attendance, his Motions under **VI Unfinished Business item b.**, will be tabled until the September meeting. (**Attachment A**).

A voice vote was taken, all board members in attendance voted to approve the August 15, 2020, agenda with the indicated changes.

III. Member Comments - There were 3 members with comments. Shawn Parrish withdrew his as he received his answer. Pat Benton presented a request to the board secretary, Cheryl Wash, to access financial records for review to the financial committee. (**Attachment C**). Jerry Sellers had commented on the proposed 2021 budget item. It was conveyed to Jerry that this motion is to allow the board to agree on the proposed budget so that it can be distributed for review to the membership before the October annual meeting for members to vote on. (**Action Item**) **Toni**

IV. Approval of Minutes

- a. Cheryl motioned to approve June 20, 2020, Regular meeting minutes, this was seconded by Kim. **The board approved unanimously. The June 20, 2020, regular meeting minutes were approved as submitted.**
- b. Jon motioned to approve July 18, 2020, regular meeting minutes, this was seconded by Cheryl. **The board approved unanimously. The July 18, 2020, regular meeting minutes were approved as submitted.**

V. Reports

- a. **Treasurer's Report** - There was no written treasurer's report. Toni requested that the board approve the financials tentatively because the bank reconciliations have not been completed. The June and July treasurer's reports will need to be qualified approvals because the money from those months has not yet been deposited to the bank. There were also issues with the postings of some of the shed permits; there are minor adjustments that need to be made. Toni made a motion to approve all of the financials and was seconded by Cheryl. Kim stated that she is not comfortable approving financials without the proper entries. **The board unanimously agreed to NOT approve the financial reports. This motion did not carry.**

b. Committee Reports

- **Security** - There was no written report, Jon presented two violations for speeding. The first fine assessed is \$150, the owner was not present. The fine will be

assessed. The second fine was for multiple offenses. Per the By-Laws the fine will be \$500. Both fines will carry over to the September meeting as a motion, and upon board approval, the member will be fined. **(Action Item)**

- **Covenants, By-Laws, Rules & Regulations** - No report, Mike was not present.
- **ACC/ECC** - No written report. Sheds that were approved have been completed. We have had many tree removal permits.
- **Roads** - Mary read the roads report **(Attachment D)**. The chip and seal estimated start date is Sept 1st. The asphalt contractor had an equipment failure so there was a delay in the started roadwork. The work will resume in the coming week. With the chip and seal additions from the Roads Committee the total is now \$128,800. It was originally bid out at \$97K, this anticipated increase was approved by the board at the July meeting. (This is the total for Civil Construction) The total for Associated will be \$26,154.87, \$2,800 was added by the roads committee to the original scope of work needed, this was also approved by the board at the July meeting. **This amounts to \$157,774.87 in total for roadwork this year.** Maps of work being performed are displayed at the kiosks. Mary indicated that members have been marking roads which made it difficult for the roads committee and the contractors, Mary asked that members not do this in the future. After the storm many trees were cleaned up with the help of a contractor and member Mark Hutchinson. Thank you Mark.
- **Properties, Parks & Maintenance** - As the current chair Wes Jaros, resigned his position, Doug Jones and Scott Johnson will be co- charing this committee. Roadside maintenance will be the responsibility of the roads committee on a temporary basis. Wes met with Scott to bring him up to speed upon his resignation.

c. **Special Committee Reports**

- **Social Committee** Cheryl read her report **(Attachment D)**
- **Financial Review Committee** - There was no written report. The committee presented Cheryl Wash, board secretary, with a letter requesting examination of the books & records of the ULLPOA. Cheryl approved this request at the meeting. **(Attachment E)**

VI. **Unfinished Business**

- a. **Doug Jones - Community Needs survey** - Per Mike's request, the survey will go out with the fall newsletter. The survey will also be available online via Survey Monkey, as well as posting pdf on the POA website. Blank copies will also be available at the POA office. Doug asked for all members to look for this and to participate, as this is how the board will be able to address community needs and make improvements. There will be one survey per household. **(Attachment F) (Action Item)**
- b. **Mike Huber**
 1. **Motion to change Rules & Regulations - Section 4 (4.03)** This was tabled for next month.
 2. **Motion to change Rules & Regulations - Section 6 (6.04)** This was tabled for next month.

VII. **New Business**

- a. **Mary Sullivan** - Discussion for the board to extend the 2019-2020 snowplow contract. According to our By-Laws we will need to put bids out for the upcoming snowplow

year. The contractors can offer a 2 year contract but all contractors will need to bid the same way. The roads committee will be putting the bids out to contractors per the By-Laws.

- b. Kim Rogers motioned to approve a fence variance request 901 Monongahela Drive, this motion was seconded by Cheryl Wash.** Kim shared a drawing of the proposed fence which is needed for the members dog. The fence is a 4ft high chain link with 2 gates in the back. The ACC/ECC committee approves of the request. **(Attachment G) A voice vote was taken after Kim presented the variance, all members in attendance voted yes, this motion carries.**
- c. Toni Vella motioned to approve the 2021 Budget, seconded by Jon Arneson.** This proposed budget is what the board will provide to the members to review before it can be voted on by the membership and adopted. **(Action Item) A voice vote was taken, all board members voted No. This motion does not carry**
- d. Toni Vella** presented a discussion regarding past dues. Since we never discussed postponing fees, Toni agreed that late fees need to be charged. Toni suggested that we have a directive written pertaining to how and when we charge late fees, etc., with reference to the place where it has been approved. Kim pointed out that the board acknowledges hardships that would prevent members from paying on time. Fees will be assessed as to follow the By-Laws.
- e.** A concern was raised about an increase in cars at North Beach without appropriate LL car window decals. Our security does not have coverage to be on RCD property. Doug will meet with Bill Winebaugh to discuss how we can work together on this item. Jon suggested that we look into different gate systems moving forward. **(Action Item)**
- f. Cheryl Wash** - A member suggested considering a safer route from East to West for walkers and golf carts. A bridge was suggested, which would be a wonderful thing to have happen. However, with the much needed lake dredging project pending, this would not be something that the RCD could entertain at this time. **(Action Item)**
- g. Cheryl Wash** brought up the idea of a suggestion box or dedicated email for members to send thoughts and ideas to help improve ways to better our community on an ongoing basis. There is a box at the front gates that had been used in past years. Doug will investigate this. All agreed that this would be a positive thing for the membership. **(Action Item)**
- h. Cheryl Wash** - The RCD requests permission to post signs regarding the upcoming referendum. Cheryl cited a passage in the Rules & Regulations Section 3, Item 3.04 SIGNS, which would indicate that this is allowed. It was agreed that the RCD signs are okay as this is temporary and it directly benefits the community via a public service announcement. The RCD will display tasteful signs that will be removed by the RCD after the November election. Doug will also check with Mike to confirm if any form of Political signs, other than those to be posted by the RCD during Federal and local Government elections, are okay to post or not.
- i. Cheryl Wash** asked Jon to be sure that all of the keys that the board may need for any board business including those to gain access to the LCC supply closet, stating that they should to be housed in the POA building for board members to access when needed. This is a project that Jon has been working on. He is in the process of developing key procedures.

VIII. Announcements -

- Articles for the August Newsletter are due in by noon on August 20, 2020.
- The board encourages all residents to attend one of 2 RCD open houses to learn details about the upcoming referendum. The two Saturday dates are scheduled for August 29th & September 26th
- There was a safety concern that an electric box at Eastside park was exposed. Mary indicated that it had already been addressed by Dave Shaw
- Can the security officers do home checks when members are away? Jon will look into this. **(Action Item)**
- Acknowledgement of member comment. **(Attachment H)**

IX. Kim Rogers motioned to adjourn the meeting and was seconded by Cheryl Wash. The meeting was adjourned at 10:43am

“Motions/Action Items from Board Meeting August 15, 2020”

- ➔ **Action Item** - Toni will need to get copies of the proposed budget out to the membership. Toni will have to work with Leslie to see how this has been done in the past.
- ➔ **Action Item** - Jon will need to present motions for both fines at the September meeting.
- ➔ **Action Item** - Doug will be working with getting the survey out to the community via survey monkey and the newsletter.
- ➔ **Action Item - Action Item - Mike will have his committee review Section 4 (4.03) & Section 6 (6.04)** Mike will prepare a motion for the August 2020 meeting after his committee reviews and updates these two by laws.
- ➔ **Action Item** - Covenants, By-Laws, R&R committee was asked to reword or tighten the language on garage sales advertised outside of the community.
- ➔ **Action Item** - Toni needs to rework the 2021 budget and to have it ready for the September meeting. Doug will work with Toni on this and the board will meet to discuss this next week either in a zoom meeting or in person. Doug indicated that Leslie agreed to put this into the quickbooks format for presentation.
- ➔ **Action Item** - Doug will meet with Bill Winebaugh to coordinate enforcement of window stickers and guest permits. Doug will also touch on the subject of joining the East & west sides via a walking path.
- ➔ **Action Item** - Doug will look at boxes at front gates to see if they could be used as suggestion boxes.
- ➔ **Action Item** - Jon will begin looking in to entry gate options. Mike had done some past research and may have information. Jon will check with Mike.

- ➔ **Action Item** - Doug will discuss with Mike the regulation to allow members to post Local & Federal political signs in an election year.
- ➔ **Action Item** - Jon will look at when and why the security officers do not check on properties. This is something that the board should consider allowing.

Submitted by:

_____ Dated ____/____/____
Cheryl A Wash, Board Secretary