

APPROVED MINUTES

ULLPOA Regular Meeting Minutes

Saturday, July 18, 2020

I. **Call to order, roll call, Pledge of Allegiance** - Doug called the meeting to order at 9:02am

Board member Present - Wes Jaros-VP, Cheryl Wash-Secretary, Toni Vella-Treasurer, Scott Johnson, Doug Jones-Pres., Mary Sullivan, Mike Huber, Jon Arneson, Kim Rogers

- **Welcome to Visitors** - Guest like attached (**Attachment B**)

II. **Approval of Agenda** - Motion to approve agenda was made by Cheryl Wash, seconded by Toni Vella. VII-c. — Was removed as a motion and changed to a discussion. Wes posted our meeting rules with regard to past motions and deadlines being set. After discussion the following amendments to the agenda were made. The June 20, 2020 Regular meeting minutes need to be added to the agenda, VII-a, year should be 2019. (**Attachment A**).

A roll call vote was taken, **Ayes: Scott, Kim, Mike, Jon, Mary, Cheryl & Doug No-Toni, Wes.** Wes also requested the record reflect that he is protesting the meeting under the grounds that it is in violation of Robert's Rules of order and the ULLPOA meeting rule #2.

III. **Member Comments** - There was one member comment-Nancy Maloney had questions on condition of roads, and asked when work would be done. Mary & Scott will address later in the agenda (**Attachment C**).

IV. Approval of Minutes

- a. **The October 19, 2019, annual meeting minutes that were tabled until they could be reviewed and were amended. Kim verified what was actually read by listening to the recorded minutes. The minutes will be amended by Leslie to reflect the correct information.** A motion was made by Cheryl to approve the October 19, 2019, minutes, seconded by Toni. A roll call vote was taken, **Ayes-Wes, Kim, Cheryl, Toni. Abstentions - Jon, Mary, Mike, Scott, Doug.** This motion was never officially approved due to the abstentions.
- b. **Cheryl motioned to approve the May 21, 2020, Executive session minutes. This was seconded by Scott - The board approved unanimously.** The May 21, 2020, ES minutes were approved.
- c. **Cheryl motioned to approve June 9, 2020, Executive session minutes-seconded by Scott. The board approved unanimously.** The May 21, 2020, ES minutes were approved.
- d. **Motion to approve June 20, 2020 regular meeting minutes-(tabled until the August meeting, as the minutes did not appear on the July agenda.)(Action Item)**

V. Reports

- a. **Treasurer's Report** - Toni read the treasurers report (**Attachment D**). The financial reports should have been on the agenda as motions. Since they were not they will be tabled until the August Meeting (**Attachments D,E,F & G**).(**Action Item**) Moving forward Toni will post each months financial entry as a separate motion.
- b. **Committee Reports**

- **Security** - Jon read his report (**attachment H**). Several safety bullet points pertaining to fire safety will be posted to the kiosks, the ULLPOA website, and it was also suggested to add this to the next newsletter. Jon also pointed out that residents should be aware of where the nearest fire hydrant is in relation to their property. He also advised that those members with hydrants near, or on their property, should be sure that if it is overgrown with grass and weed please clear it out. Jon also encouraged members to consider volunteering at the Franklin Grove FD. There was one violation. The offender was not present, therefore the fine will be assessed. (**Action Item**)
 - **Covenants, By-Laws, Rules & Regulations** - Mike indicated that there will be various By-Law changes under new business. As well, several items brought up by Jon will be reviewed further by his committee.
 - **ACC/ECC** - No report
 - **Roads** - Mary read her report (**attachment I**). Doug requested that Mary & Scott get contract bids out no later than September for the snow plowing this winter. Wes urged the committee to state inception date on the outgoing bids. (**Action Item**)
 - **Properties, Parks & Maintenance** - Wes read his report (**attachment J**)
- c. Special Committee Reports**
- **Social Committee** Cheryl read her report (**attachment K**). Due to COVID-19, the community may have to cancel the annual Poker Run.
 - **Financial Review Committee** - No Report

VI. Unfinished Business

- a. Toni Vella - Tabled items from November 16, 2019 By-Laws updates.** This will be addressed under new business by Mike
- b. Scott Johnson - Motion to change the term length of the POA board members -** This will be addressed by Mike under new business
- c. Doug Jones - Community Needs survey -** Will be in the next newsletter and will also be available on Survey Monkey. Doug asked for all members to look for this and participate, as this is how the community can improve on many things. (**Action Item**)
- d. Cheryl Wash - Discuss date for Garage Sale -** The board decided to postpone the annual garage sale this year due to COVID-19. Cheryl also asked for guidances for Kid's Fishing Derby. The board felt that because this is a rather small participant group that we could move forward with plans. It was however suggested that the committee purchase food this year from someplace like McDonald's and provide treats, like chips and bottled drinks. The committee will check on ordering from McDonald's or getting the food donated from them.
- e. Jon Arneson - Motion to amend 4.04 Traffic control signs and 4.05 speed limits as proposed** (tabled by Mike to be reviewed by his committee. Mike will report back)

VII. New Business

- a. Mary Sullivan motioned to approve and discuss asphalt repair bids (Attachment L).** There were 3 bids for asphalt paving and repair. The 3 bids came in as follows: Herbig Blacktop Construction \$62,775, (**Attachment L1**). T&M Paving \$33K, (**Attachment L2**). Associated Services Enterprise, LLC \$23K (**Attachment L3**). Mary stated that references were provided to the POA, and Leslie had filed them at the office, so she did not have them for the board to look over. There was a

discussion by the board to accept the bid from Associated Services Enterprise, LCC, in the amount of \$23K. **Mary motioned to accept this bid, seconded by Kim. A roll call vote was taken and was unanimously approved by the board. The contract was awarded to Associated Services Enterprise, LCC, in the amount of \$23K.** It was also stated by Scott Johnson that the roads committee will be putting together 3 and 5 year plans for roads. A map will be posted at the kiosks to show members what roads are under repair. **(Action Items)**

- b. **Mary Sullivan motioned to discuss and approve chip & seal bids, (attachment M). This was seconded by Mike Huber.** The POA received only 1 bid from Civil Constructors, Inc. in the amount of **\$97,614 (Attachment M1) with an approval for the roads committee to be able to utilize the additional \$40K for the total budgeted amount if the committee deems it necessary. A roll call vote was taken and was unanimously approved by the board.** It was estimated that this will cover approximately 4 miles of community roads. Doug asked the roads committee to get an understanding of what the listed exclusions mean on the submitted bid. The board needs clarification on these items. **A roll call vote was taken and was unanimously approved by the board. The contract was awarded to Civil Constructors, Inc. in the amount of \$97,614. (Action Item)**
- c. **Doug Jones - a brief discussion to retain legal counsel -** This was addressed at the past ES
- d. **Wes Jaros motioned to rename Lakeside Park to Lakeside Memorial Park (attachment N) this motion was seconded by Mike. A voice vote was taken the board approved this change unanimously.** - Wes researched the presented information and Leslie found that it was not addressed officially so this will serve as the official confirmation of the park name change. **(Action Item)**
- e. **Election Committee Appointment -** Mike announced the members of the election committee. The 3 board members are Mike Huber, Mary Sullivan and Kim Rogers. The 2 community members are Sue Hill & Jerry Sellers and the alternates are Barb Weiss & Sean Parrish.
- f. **Mike Huber - By-Laws**
 - 1. **Mike Huber motioned to change Article III, Section 6 (Attachment O), seconded by Scott Johnson.** This motion pertains to interest charges imposed to members. This change is retroactive to January 1, 2020. **A roll call vote was taken, the board approved the motion unanimously.**
 - 2. **Mike Huber motioned to change Article VI, Section 3 (Attachment P), seconded by Scott Johnson.** This motion changes the terms of the board of directors. **A roll call vote was taken, the board approved the motion unanimously.**
 - 3. **Mike Huber motioned to change Article VI, Section 11 (Attachment Q) seconded by Kim Rogers.** This motion pertains to meeting attendance. **A roll call vote was taken, the board approved the motion unanimously.**
 - 4. **Motion to change Rules & Regulations - Section 4 (4.03) Mike asked to Table this item until further review by his committee.** (Mike will have the motion at the August 2020 meeting.) **(Action Item)**

5. **Motion to change Rules & Regulations - Section 6 (6.04) Mike asked to Table this item until further review by his committee.** (Mike will have the motion at the August 2020 meeting). **(Action Item)**
 6. **Mike Huber - Permission requested by Carol Brown to have an estate sale at her home @ 121 Flambeau on August 21st & 22nd. After a roll call vote, the board unanimously approved this request.** Wes asked if Mike could tighten the language up on the by law that addresses garage sales advertised outside of the community boundaries. **(Action Item)**
 - g. **Cheryl Wash - Discuss the option of allowing members to call in as listen only.** The board agreed that if there is anything that we can do to involve more of the community members, it is a great idea as we move into a new normal
- VIII. Announcements-Mike** asked about having the budget ready for the August meeting. This needs to be adopted by the board in time to be included with the election ballots. **(Action Item)** We may also hold a special meeting for this. Jon is updating new policies and procedures for keys and improving our IT security. **(Action Item)**
- IX. A motion to adjourn the meeting was made by Scott Johnson, seconded by Kim Rogers. Doug Jones adjourned the meeting at 10:53am**

“Motions/Action Items from Board Meeting July 18, 2020”

- ➔ **Action Item - Cheryl will add the June 20, 2020, meeting minutes to the August agenda for approval. Add July financial reports to August agenda.**
- ➔ **Action Item - Doug to work on getting the community needs survey together, which will include the RCD & ULLUD**
- ➔ **Action Item - Jon to put together information for the next newsletter to include fire safety bullet points.**
- ➔ **Action Item - Mary & Scott - Snow plow bids need to be out not later than September, and notation was made to include the inception date for the contract to begin, for the 20-21 winter season.**
- ➔ **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 - Scott to post maps at the kiosks to indicate the work to be done on the roads this summer.**
- ➔ **Action Item - Roads committee to put together a 3-5 year plan for road work throughout the community.**

- ➔ **Action Item** - The roads committee needs to get an understanding of what the listed exclusions mean on the submitted bid, so that the board has clarification on these items.
- ➔ **Action Item** - Toni needs to have the 2021 budget ready for the August meeting.
- ➔ **Action Item** - Jon updating policies and procedures for POA keys and working on improving IT security for the POA.
- ➔ **Action Item** - Lakeside Park was official renamed to “**Lakeside Memorial Park**”. This needs to be documented in the POA information.
- ➔ **Action Item** - Moving forward, the board agreed that it is a good idea to have a call in-listen only option for all board meetings, so that members who cannot attend, can listen live.

Submitted by:

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