

**Fawn Lake Maintenance Commission  
Regular Board Meeting Minutes**

**Aug 21, 2023 - APPROVED 12/18/2023**

**Opening of the Meeting and Election of a Chair Pro Tem**

Mike Ricchio

**Nominated:** Steve Jacobson    **Seconded:** Bill Knight    **Outcome:** Passed

**Roll Call of Officers and Trustees (Chair Pro Tem)**

Trustees present: Steve Jacobson, Debra Deir, Bill Knight, Heather Tremblay, Matt Matincheck, Jessica Pence, Curt Pence, Marni Brown, and Mike Ricchio.

**Review and Approval of June 19, 2023 Regular Board Meeting Minutes**

**Moved:** Steve Jacobson    **Seconded:** Jessica Pense    **Outcome:** Approved

**Review and Approval of July 5, 2023 Executive Board Meeting Minutes**

**Moved:** Steve Jacobson    **Seconded:** Jessica Pense    **Outcome:** Approved

**Review and Approval of July 17, 2023 Regular Board Meeting Minutes**

**Moved:** Steve Jacobson    **Seconded:** Jessica Pense    **Outcome:** Approved

**Mason County Fire Marshall and Shelton Fire Chief**

Randy Collins & Greg Rudolph

- Fire Marshall Collins and Fire Chief Rudolph are introduced and proceed to provide firework safety ideas and tips for our community.

**Water Master's Report**

Tom Moore

- Samples taken from 4 (four) wells tested for Polyfloral substances - wells 3 and 4 were non-detect
- Well 1 - minor detection of Polyfloral butane sulfonic acid (PFBS) - does require one more sample.
- Well 2 - detection of PFBS - requiring another sample - also detected perfluorooctaoic acid (PFOA) - we have to do subsequent testing.
- Wells 1 and 2 have to be tested before October - well 2 again before end of the year (2023).
- Anatek Labs, Inc. in Moscow, Idaho - \$500 includes kit and report - They will file with the state.  
Did those numbers increase? We've never tested for it - These are shallower wells which is why no treatment over the years. Sample done in January that was discarded, spoke with someone, we had similar results then - not a health concern - Thank you, Tom.

**Hearing and Ethics Committee**

Jan Charles

- Had a meeting - people were nominated at the general meeting - All spots filled.
- Haven't received anything from the board - are fines going out.
- We are putting together a group to deal with those issues - Thank you Ray Nicoli for helping - still working out details - letters to go out still - Going to try and pull the Committee together once a quarter to check in.

**Community Activity and Events Reports**

Renee Olson - FLAG

- Nothing immediately pending.
- Discussed possible donation from FLAG - picnic table and benches for swimming area - busy with other projects.  
What does FLAG need approved by the board? Donations and expenditures don't need to be approved by the board - but if something is being placed (like a table) we do need to be aware.

**Treasurer's Report**

Steve Jacobson

- Update on Bookkeeper efforts: Renee and Tracy have balanced the books from last September to current month - we are up to date.
- 2024 Budget: been put together - please pay attention to the numbers in your own departments.

- Would like to have meeting on 7th of September to review budget of \$350,000 - Come prepared to justify your numbers. Going to make motion to vote on budget at the October meeting the last Saturday of October (28th) - give community time to respond - We will have an approved budget by then, according to state law the community would need 246 no votes to change it.
- Financials: Want to thank Bill and Matt - rolled \$500k to Morgan & Stanley invested in CDs \$125k every 90 days will roll over - received \$3,000 interest.
- Visit Key Bank to discuss finances with them Thursday - getting little for \$600k in their bank.
- Doing well on assessments - 5-6 properties not paid.
- Have received what we budgeted for assessments - Attorney fees are half of what we budgeted - anticipate more as we have entered more liens and legal work
- Board has only spent \$162k of budgeted \$342k - still have major bills coming - tree removals and pipes. We have also paid \$106k for meter heads and gate. Thank you.

### Committee Reports

#### **Nominations and Elections**

Jessica Pense

- Online voting: didn't get enough people nominated to try at last election - more to come
- Settled on Election Budd - Allow voting online - can print if people want paper - can set up the computer to count votes - Will send reminders to people who have not voted
- \$700 per voting period - Mailing is very expensive, paper is very expensive, plus volunteer time, stamps.
- Secure voting is their specialty. Won't allow double voting. Come April - if we need to do elections and/or vote on something - we can bundle it all for that cost (\$700).
- Allows us to weigh the votes properly - in the past if you have 3 properties you would vote three times - now just vote once and it counts accordingly.

Community clarification on costs - Community member clarification on online voting vs. paper ballots mailed out. Community member - what was the cost of mailing? over \$2,000 this year. What if somebody comes in wanting to change their vote? I'll look into it. More to come.

#### **Communications Liaison and Entry Gate**

Heather Tremblay

- New gate arm with new flags will be installed - local company truck damaged the gate and were quick to compensate - gate landed on truck and snapped off.
- Many complaints for tailgating at the gate - If the arm does not go down after you go through (5mph), another member triggered the gate **before** the arm closed. If the arm starts to go down on the car as it comes through, it's a tailgater - get their license plate number, description of vehicle, and time/date - after speaking with law enforcement we can get them for trespassing, fine them, etc. If law enforcement can come we can get them for trespassing and ask them to leave the property - if they do it again we can go to court and file personal protection order - good starting place to enforce the gate. Please email [gate@fawnlakecommunity.com](mailto:gate@fawnlakecommunity.com) with the information of suspected tailgaters - We have a form that you can place on the vehicle if you feel safe to.
- Got bid to have member only gate - Cost for renovation is unknown, looking for contractor
- Cost for replacing gate call box enclosure is unknown - will be done next Spring. Two different FLMC members planned to do the work but schedules and the work-around the installed electronics made it too difficult. So now, late summer, called three different contractors and no one is available this year.
- Looking into motion lights at the cabana and WiFi.
- Looking to get security cameras updated. Current company has gone out of business - looking for a new company.
- Neighborhood watch is launching if you see something suspicious or have a lawn art stolen, please email the gate email. If you see vandalism in progress call 911, if you see it after, call non-emergency number.

## Building

Open

- Steve: I want to spend 30k to fix roads - including speed bumps. Jerry please get me a list on what road repairs need to be done soonest.
- Gathered 5 community members who agreed to evaluate complaints in the community and/or look for violations of bylaws - done some reviews, given feedback - breakdown is coming with the board - all info is on the Google Drive - the 5 review violations, once 3 people on the committee say it needs to be looked at by the board it will be in a Google Drive for the board to review/ vote yes or no. The board needs to respond. Is there a certain subject line we can keep an eye out for [in email]? Ray - the subject line 'Alleged Violation' - All we have to do is click yes or no - you can look over the information.

## Office Administration

Debra Deir

- Purchased a new laptop for Tracy
- We have many backup drives, hard drives, battery back ups, etc. Have a consultant (at an economical price) coming to work with Tracy to go over the equipment - see what we need.
- If you come into the office you may see things 'scattered' - going through the filing cabinet to create organization.
- Screen doors going in to help with air flow during summertime - trying to be efficient in the office - A small printer going in next week - we got a fan to use.

## Parks, Grounds and Roads

Open

- We no longer have a Building or Parks, Grounds, and Roads person - Bill Kysor submitted resignation - Bill did a lot of work for a lot of months - I would like the record to reflect we thank him for his service - we need to fill those committees.
- No report from Bill to share on either Buildings or Parks, Grounds and Roads - we will endeavor to get what we can from him and share what he has. There is an email in our in-boxes from him getting an itemized list from today - If anybody wants a copy let Debra know.

## Water Systems

Bill Knight

- 27 trees on Alpine scheduled removal August 29th through September 1st - Will cut trees level to ground no stump grinding - concern of pipe harm.
- Logs will be stacked in front of water towers for residents to have access for firewood. Would it be better to put it down at well 4? Originally it was all going to go next to the towers - questions of how would the residents have access if the gate is locked.
- Poster on wall to show where we are going to replace the AC pipe - location services to be performed to find AC pipe in the dam - to replace 300ft of pipe: have to shut the water off - nobody would have water around the cabana
- Putting in 3 valves: 1 at the dam - 2 at Iris park. Will replace with 4" PVC pipe - need scope of work and we'll get contractors for location services.
- Community question: Any benefit to switching to a larger pipe to accommodate the pressure for the fire hydrants? We would need to hire engineers.
- Water meters - still not good. Able to record about 80% of residents - ~60% missing. Need help to resolve.

## Septic Systems

Curt Pense

- Properties being pumped and inspected - In contact with AAA - everything moving forward.
- Is there some potential benefits for residents with inspections? There's limited funds and they were handing them out to people of low incomes - no guarantee. Thank you.

## Lake and Dam

Matt Matincheck

- Sprayed lilly pads and cattails. Cattails will die - not needed every year - chemicals need to sit. Haven't received a bill. Going to look around the lake - hopefully we won't have to do it next year.
- The worker was doing his job, if you don't want your property sprayed, put a sign on your dock.
- Trying to get in touch with someone in Shelton to test the lake - Left voicemails and emails - no answer.
- Community question: You mentioned planting? If room in budget we will plant - once water temps get 60-65 degrees at surface then plant - if you plant before fish will die due to lack of oxygen - plan for November.
- Did they spray the cattails on either side of dock? Were supposed to re-spray it - the chemicals had a hard time getting to them - Another 3 weeks we will know how successful spraying was.
- Bill [Kysor] was working on septic at the Cabana - spoke to him today - Bamford wants to replace - haven't pumped the tank yet. Going to suggest we put in a 2 chamber tank - bypass the 2 tanks in there - asphalt over old tanks and reduce the issues. They were supposed to come back with pricing.

**Trustee at Large**

Mike Ricchio

**Old Business**

- Vote to excuse Mike's absence from the July 17, 2023 meeting

**Outcome: Not voting, strike one.**

- By-Law Change request - Ban Fireworks
- Steve Charles request to further clarify his by-law change request regarding banning fireworks.
- Board discusses pros and cons of banning fireworks and possible compromises.
- Motion to table it until future board meetings for further discussion.

**Moved:** Debra

**Second:** Heather

**Outcome:** Passed

**New Business**

Debra Deir

- Board email review: how you would like emails? Provide feedback to my email. We need to differentiate between action items and information.
- Discuss Proposed FLMC By-Law Change request entitling members to store only one (1) personally owned RV per lot. Inadvertently removed and will read as above and in addition to what is in the bylaws now

**Move:** Debra Deir

**Second:** Steve Jacobson

**Outcome:** Passed

- We have 2 (two) signers at Key Bank. Bill Kysor removed himself by calling. Motion made: Bill Kysor will no longer a signer on any Key Bank accounts. Bill Knight will remain a signer. Matt Matincheck will be added as a new signer.

**Move:** Debra Deir

**Second:** Steve Jacobson

**Outcome:** Passed

- We had two credit cards through Key Bank. One in Bill Kysor's name and one in Angel Ryan's name. It was moved that the credit cards in Bill Kysor and Angel Ryan's names be canceled. New cards are to be issued in Renee Olson and Bill Knight' names for future use.

**Move:** Debra Deir

**Second:** Mike

**Outcome:** Passed

- I also move to release this portion of the minutes because I need to get it to the bank.

**Set Date and Place of Next Meeting**

Monday, September 18th, Bryant Hall, 7pm

**Close Meeting (Motion to Close by any Trustee)**

- **Move:** Jessica Pense      **Second:** Heather Tremblay      **Outcome:** Passed