

Fawn Lake Maintenance Commission
Regular Board Meeting Minutes
July 17, 2023

Opening of the Meeting and Election of a Chair Pro Tem

Steve Jacobson

- **Moved:** Curt Pense **Seconded:** Marni Brown **Outcome:** Passed

Roll Call of Officers and Trustees (Chair Pro Tem)

- Trustees Present: Steve Jacobson, Bill Kysor, Bill Knight, Matt Matincheck, Curt Pense, Jessica Pense
- Absent: Heather Tremblay
 - **Motion to excuse:** Bill Kysor **Seconded:** Curt Pense **Outcome:** Passed
- Absent: Mike Ricchio
 - Held off on excusing to see if running late (still need to)

Review and Approval of July 5, 2023, Meeting Minutes

- **Moved:** **Second:** **Outcome:** Hold off approving until next meeting

Water Master's Report

Tom Moore

Hearing and Ethics Committee

Jan Charles

Community Activity Events Reports

Renee Olson - FLAG

- Thank you to those who donated. FLAG wants to donate a picnic table and benches for swimming area if the board accepts the donation. It will be put on the agenda to be voted to approve or deny at next meeting.

Treasurer's Report

Steve Jacobson

- Bank statements reviewed. CD at Peninsula Credit Union, moved to Key Bank. \$500,000 was moved to Morgan Stanley on 4 CDs. As we go through, we will have access to about \$120,000 at 5.25%. Review end of June financial reports, see statements. Liens - down to 1-2. Bill Kysor spent a lot of time to get that done - Thank you Bill. Board do look at their budget (see handout) - budget expenses according to how they roll throughout the year - office early, water later, roads and parks this time of year - keep an eye on expenses. Process of assembling bylaw committee - made up of non board members - 5 people at this time, electronic form for complaints, paper available in office. 2 processes - when we receive complaints from residents - handled by all 5 members - make recommendations to the board, board will make decisions, not the committee, to either dismiss, issue a warning, or issue a fine. 2nd part - they have committed to do reviews of property; reporting any bylaw issues to the board. Spent 4 nights in the middle where the vandalism is happening - there is a curfew in bylaws - dusk - liable to be fined (parents of minors) take a picture and an address of where they belong and make decisions on whether to fine the kids or not. Something put together in next 2-3 weeks.

Committee Reports

Nominations and Elections

Jessica Pense

- Welcomed Debra Deir to the board. 2 positions still open - applications welcome.

Communications Liaison and Entry Gate

Heather Tremblay

- Not present

Office Administration

Heather Tremblay

- New bookkeeper Tracy. Renee and Tracy went through the books and went thoroughly through everything in Quickbooks to get everything in place - cleaner process for the auditor when audit comes time. Letter from Heather.

Buildings and Permits

Bill Kysor

- Fire at end of lake on the 4th. Larry - owner of the property of fire - woke up to fire - called fire dept. at 1:30am and had the report from the fire dept. on Friday. Phone call with Bill - 5th was the fire, 6th was calls with insurance. Insurance question out there around allowing fireworks in community. Demolition of a home just inside the gate - no permit for demolition yet - new double wide being put in. Property with a metal container - complaint received - nothing in the bylaws that restrict the container. Empire Construction bought 5 lots - last of them is for sale now - 80 Clematis - septic needs to now be put into the front of the house - waiting for permits to us in the office - county is on top of it. Cabana - septic tanks up there somewhere - tank lids are covered maybe under the sidewalk? Never inspected or pumped in 55 years - Dale says they have been inspected - not on any record with the county - asphalt has been cut up - but we have no proof of any inspection or pump - Bamford coming out to see about locating - will get done and officially filed with the county - more known at 9am on Wednesday.

Parks, Grounds and Roads

Bill Kysor

Water Systems

Bill Knight

- Installed new meters have a new meter system that is radio frequency - drove around the community - able to read in about an hour of 493 residents we picked up - all about 60 - 30 of which are vacant lots and meter will not pick up reading unless there is water flowing through - Renee Olson - working with Bamford to clean up data and sync with right address - ready to do another reading - would like to do a reading every 2 weeks to work out the bugs then will go to a monthly vs quarterly we have been doing for 20 years. Inline valve installed on Clematis - helps with when we have a line break and have to shut off - localizes - impacts less residents - KCL finished 3 hours ahead of time - so less disruption to residents. Tree removal project - 80 trees threat to AC pipe - root structure possibility of damaging pipe 26 on Alpine - lowest bid for \$9548 with tax - cut to ground level - take logs to an open area near water towers - chips to the tennis courts for resident use - can start August 1st - notification to 6 residents impacted - several have used this company - bonded and insured. Bid Low Tree Service (80-180 Alpine).
- **Motion:** Bill Knight **Second:** Jessica Pense **Outcome:** Passed
- Yes still charge for excess water - but no new numbers for winter and spring as we work out bumps with new system. Empire on Fuchsia - we said we would hook up waterline for \$250 and assume liability - they hired a guy - broke the waterline - had to shut off water all afternoon to impacted residents - we sent them a bill - they contested - they are liable - they are denying it saying that it is an oldbrittle water pipe and that is why it broke - they have agreed to pay the fee. Kids jumping off bridge into lake over weekend - neighbor who speaks Spanish went to talk with them - ordered a sign in Spanish for the bridge
- **Motion:** Jessica Pense **Second:** Matt Matincheck **Outcome:** Passed

Septic Systems

Curt Pense

- 1070 Crescent - sold - didn't pass inspection - plugged the pipe and attached to the main line - pictures of work (hand out). 10 Companies for community drainfield: AAA gave the bid - thank you to Steve and Teresa Becker for helping with cleaning out filters. Flyers out for those that want to join in for inspections and pumping August 31st - with info on payment.

Lake and Dam

Matt Matincheck

- Sprayed for lily pads and cattails last week - takes 3 weeks to kill the cattails and yellow irises. Cost - here for lily pads - minimal cost for cattails - used 180 gallons of herbicide - trying to get a cost. People were swimming- chemical doesn't hurt - but he didn't want to spray while people swimming to spray in those areas. Pinning down for exact time and date - will print notices for ½ day so spraying can happen in that area.

Trustee at Large

Mike Ricchio

- Nondisclosure Agreements need to be signed by all Trustees, employees and volunteers - print, sign and return to the office.

By-Laws Committee Update (Revised / Updated By-Laws progress)

Bill Kysor

