

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION

Board Meeting Minutes

July 12, 2008

Call to Order

The meeting was called to order by Tom Wendling, President, at 9:00 a.m.

Attendance:

Sue Hill	Crystal Pohlman
Mike Robinson	Mick Kazmerski
Tom Wendling	Marilyn Mancini
Sandy Lewis	Lois Lytle
Don Finn	

Absent:

None

Motion to Accept Agenda:

Tom Wendling stated that under the ECC Report we would be covering the satellite dish and the fence variance. A motion was made by Don Finn to accept the agenda as presented. Sandy Lewis 2<sup>nd</sup> the motion. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion unanimously approved.

Motion to Accept Minutes:

A motion was made by Mike Robinson to accept the June 14, 2008 minutes. Sue Hill 2<sup>nd</sup> the motion with two corrections to be made to the minutes. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Don Finn, Sandy Lewis, Crystal Pohlman. Marilyn Mancini and Lois Lytle abstained from the vote since they were not in attendance at the June 14, 2008 Board Meeting.

Motion to Accept Treasurer's Reports:

Sue Hill made a motion to accept the June 14, 2008 Treasurer's Report. Mike Robinson 2<sup>nd</sup> the motion. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion unanimously approved.

Sue Hill made a motion to accept the May 10, 2008 Treasurer's Report. Mike Robinson 2<sup>nd</sup> the motion. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion unanimously approved.

Treasurer's Report:

Crystal Pohlman stated that she had come up with a budget based on the original budget that was approved last year when unification was voted on. She used the total that was put in place on that budget and deducted the amount that was spent from Lost Nation up until May 31<sup>st</sup>. She stated that she put in approximately how we planned to expend between now and December 31<sup>st</sup>. It leaves us with a possible deficit of \$3,629.88, which is about 1.5%. She stated that she didn't think we would actually go over since she had built in some excess. She stated that this is a seven-month budget that is a working budget that she put in to QuickBooks and ran a report to

show actual vs. budgeted items to give the Board some idea of how we are doing on our spending. She stated the Budget Committee for 2009 will include Warren Wendel, Barb Lundeen, Kay Chovanec, Tom Wendling and herself. She asked if the Board wanted to approve or reject any of those members. Marilyn Mancini asked if it was open to anybody else with an interest in participating. Crystal stated that they thought four or five would be the most they would need and mentioned that Warren Wendel had helped them in the past. She stated that Barb Lundeen was at one time a possible Lost Nation Board Member and thought that she could be included. Kay Chovanec had helped them in the past and was a former treasurer of New Landing and Tom Wendling stated that he wanted to be involved and herself and did not think they needed any more. She clarified to Marilyn that this would be the 2009 budget and wanted to get started on it so that they could possibly have a rough draft by August to make sure it would be approved by September. Marilyn then asked how she was going to go about the process with roads and parks and coming up with the budget for that. Crystal stated that she would pull all the information from both POA's and from what they had spent so far and pull it all together and figure out approximately how much more they will need because of gas prices, etc. She stated that they already know that salt will be much higher.

Marilyn asked if they were going to have anything as far as preparation for the next year as to what we are going to need to do in parks. Crystal stated that she would ask all the committee chairs to bring forward any anticipated costs from their committees so that it can be incorporated into the budget. Tom Wendling stated that he thought the budget for parks next year would be very slim. He stated he thought it would only be maintenance items so we are probably looking at the total year for both sides of only a couple of grand for parks. He stated that we have already been told that salt would be going up between 40 and 50 percent. Crystal stated that they are hoping to build all the increases into the budget but this is just to bring forward all the members who agreed to participate.

Crystal went on to state that the billing for the New Landing subdivision went out and the due date is 7/23/08 and so far they have received \$30,442.25, which is about 37% of the total billing. She stated that they are hoping to have a good return over the next week or so, so they can bring that percentage up quite a bit. Immediately after that they will start looking at the accounts and assessing late charges and start the collections process. Sue Hill asked if these were hard and fast numbers such as for the park expense. Crystal stated that basically what she did was to take the expenses that New Landing had incurred last year and the expenses that Lost Nation had last year and figured out a monthly rate and multiplied it by seven. In the case of roads, she knew that it was going to be higher and in the case of expenses, Tom told her that the best thing to do was add 33% because of propane, electric, water, etc. Mike Robinson asked what was considered a park expense. Crystal told him they originally considered mowing as part of that expense. Mike stated that he knew that mulch had been put down at the parks. Crystal told him that was paid for before the 31<sup>st</sup> of May but some of the work that was done was done after the 31<sup>st</sup>. She stated that mowing will be placed under road improvements. Don Finn made a motion to accept the treasurer's report. Mike Robinson 2<sup>nd</sup> the motion. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion unanimously approved.

### **Unfinished Business:**

#### **Front Gate Signs:**

Tom Wendling stated that no quotes have been received yet for those signs.

### Lot Trade:

Tom Wendling explained that we traded the lot on the west side of the New Landing Office for a lot in the Lost Nation subdivision on the east side that we picked up through a quit claim deed. He stated that one of the reasons they did this was because New Landing has been using that lot as a fill area. The person who owned that lot just wants access to the lake. Tom stated that the gentleman was very agreeable and the trade went very smoothly. This issue was discussed at a Board Meeting a few months ago and was approved by the Board.

### Herlehy Situation:

Tom Wendling stated that this issue has been settled and we have received the check from Mr. Herlehy. Sandy Lewis stated that she thought the check had cleared and was still waiting for the release to be signed by Mr. Herlehy.

### Fire Code Construction for West Office:

Tom Wendling stated that two bids are in; one is for \$5,100 and the other was \$4,400 but there are some differences between the two bids and he is hoping to get a third bid in and get the differences corrected. He stated there would not be a decision made on this until the next meeting.

### **New Business:**

#### Service Charge for Having Lot(s) Mowed:

Tom explained that when administrative people have to notify adjoining property owners to have property mowed, we would like to add a service charge in addition to the actual cost of mowing should we have the mowing done. For example if we have a lot mowed and there is a \$40 charge, we would like to add hypothetically a \$25 administrative fee for handling that problem. Sandy Lewis stated that she had a complaint from a homeowner on Woodland Drive that had requested three lots be mowed around their home. Sandy stated that she looked at those properties and has spoken to both property owners that have the lots in question. She stated that this would not be a \$40 charge since the grass is four feet high. She stated it could cost three or four hundred dollars to have these lots mowed. Tom asked if the property owners would go ahead and mow those lots. Sandy is waiting to hear back from them. Tom stated that if the property owners would take care of having the lots mowed then it's a dead issue. The lot owner from Naperville requested that Sandy get the cost of having both lots mowed. Sandy stated that she believed between the phone calls back and forth that there should be an administration fee. Mick Kazmerski said that another reason to have that is there needs to be an incentive for the property owners to do it themselves rather than have the POA do it. Mick Kazmerski thought that a 10% service fee payable to the POA should be charged in addition to the actual cost of mowing lots when it is necessary through the POA. Don Finn amended the motion to state a minimum of \$25.00. Tom Wendling stated the problem with that is if a property owner owns three lots and your looking at \$75 per lot to mow them because the grass is so high, our administrative cost is the same as if it were six-inch grass. Mick Kazmerski made a motion that a 10% service fee payable to the POA is charged in addition to the actual cost of mowing lots when it's necessary through the POA. Mick stated he would like to see a cost in there to encourage the property owners to handle it themselves so the POA doesn't have to do it. Mick Kazmerski amended his motion to state that a 10% service fee payable to the POA be charged with a minimum \$25 service fee in addition to the actual cost of mowing lots when it's necessary through the POA. Don Finn 2<sup>nd</sup> the motion. Mike Robinson asked how long a property owner has to have the lots mowed because they had not realized how long the grass has

gotten. Sandy Lewis stated they had 14 days to respond to the request for mowing. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion unanimously approved.

Computer Purchase for West Office:

Tom Wendling stated we are having a problem with the network at the West Office because the computer has an old operating system on it and is not a professional operating system, which does not allow them to network. The system has been evaluated and would cost \$250 but the computer is six years old and they were advised not to upgrade it. Tom stated that they requested bids for a new system but none of the bids are in. He advised tabling this issue until the next meeting when we had some bids to look at.

Setting a Dollar Limit on Expensing Purchases Rather than Putting the Item on the Depreciation Schedule:

Tom stated the accounting office said that this is something that the Board should set and it should be part of the public record. In essence what that means is if you go out and buy an \$800 computer we can expense that rather than putting it on a depreciation schedule. We are not paying income tax so it's not important that it goes on the depreciation schedule and the larger the depreciation schedule, when you have your books audited and when you have the accountant do your year-end, the more they charge you. It helps to keep our costs down a little bit. They recommended that you have a \$500 absolute minimum but you could go up to \$1,000 or \$1,500. Tom Wendling proposed that we set a \$1,000 limit. Don Finn 2<sup>nd</sup> the motion. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion unanimously approved.

Set a Dollar Limit on Reward for Person(s) responsible for destroying the Speed Indicator Sign, which belongs to Ogle County:

Tom Wendling stated that we need to set a dollar amount for a reward for the apprehension of person or persons responsible for destroying the indicator sign, which belongs to Ogle County, which they allowed us to borrow. He stated that it probably took two or three good-sized individuals to literally pick the unit up and flip it on its top causing extensive damage that could cost between \$8,000 and \$10,000. He stated that they didn't even retract the four legs that support that unit – they just picked it up and flipped it upside down destroying the electronics, wiring and everything on it. He stated they have a rough idea as to who has done this but we can't do anything about it until we have more conclusive proof. The Ogle County Sheriff's department recommended that we pursue this and they will assist in prosecuting because it is their property and security has asked us to post a reward for this and suggested \$1,000 as well as Ogle County suggested \$1,000. He also stated that Crime Stoppers might also place some money in the "kitty" for this. This crime occurred around June 17<sup>th</sup> on Wisconsin Avenue. He told the Board that if you do this, you have to state that the reward is based on the apprehension and prosecution so that you can't just arbitrarily turn someone in. Don Finn suggested that \$1,000 was too low and recommended that we raise that to \$1,500. Don Finn made a motion that we raise the reward to \$1,500 and that it be based on the arrest and conviction of the perpetrators. Mike Robinson 2<sup>nd</sup> the motion. This reward will be listed in the Dixon newspaper, Ogle County Life and at both gates on colored paper and in the next issue of the newsletter. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – Marilyn Mancini. Motion approved.

Tom Wendling just reminded everyone that we have a By-Laws Committee meeting starting at 10:00 a.m.

### **Old Business:**

#### **Approve Insurance Bill for Payment:**

Tom Wendling stated that the Board needs to approve the insurance bill for payment. The total bill is \$6,611.00. He stated that additional coverage has been added such as workmen's compensation for temporary or miscellaneous labor. State law now requires this. Crystal Pohlman made a motion to approve this bill for payment. Marilyn Mancini 2<sup>nd</sup> the motion. Sue Hill asked Tom exactly what this covers. Tom stated it covers the buildings, the front gates, parks, all POA, property which includes roads for liability, officers and workmen's comp for the secretaries as well as any labor that we bring in. It excludes any company that carries their own liability insurance, such as the company that did our snowplowing. Our insurance also covers theft up to \$100,000 and bonding. The underwriter on our policy is Cincinnati Insurance. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion unanimously approved.

#### **Covenants Committee:**

Tom Wendling stated that we needed to approve the covenants committee. Sue Hill stated that the volunteers for the committee are: Frank Durkin, Jerry Sellers, Herb O'Rourke, Tom Wendling, and herself as Chairperson. Don Finn made a motion to approve the committee. Mike Robinson 2<sup>nd</sup> the motion. Marilyn Mancini asked if these were the only participants that came forward. Sue Hill stated that these were the only participants that came forward but stated that she had two other people that called her and inquired about the time involved and then stated they were not interested. Marilyn stated that her concern was that they as a board were going to approve anyone on the committee it leaves a question in her mind if they are getting enough perspectives or biased opinions if the Board starts picking and choosing. Sue Hill stated that the Board did not pick and choose and that she would like Board approval that it is okay for this committee to go ahead because one of their first things is to meet with the lawyer. Tom Wendling stated that the meeting is at 1:30 pm on Monday, July 14<sup>th</sup> with the lawyer. Marilyn stated that she wanted to make sure that they weren't keeping members in good standing from joining the committee. Sue Hill assured her that wasn't the case. The motion was put to a roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn, Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion unanimously approved.

### **Committee Reports:**

#### **Roads:**

Don Finn stated that they had a couple of problems with the company that did the chip and seal. The repair that was done on Birch Lane wasn't done very good and they will try and get that taken care of. The other complaint was that this company had promised to do some private driveways while they were here and have not done any of those. Don stated that they would not use this company again unless they absolutely had to. Another series of pothole repairs will be done in another couple of weeks. He asked if anyone knew of any serious potholes that need work that do not have orange paint around them, to let him know and he will add it to the pothole repair map. Mike Robinson stated that so much stone was laid down that the tar would never get

hard. Marilyn stated that the gravel is too large but they also did not put down enough tar and it's crumbling. Don stated that it needs to be driven on to help set the chip and seal. Mick stated that if the road doesn't have enough traffic it would not set the road. Tom stated that bill for the roadwork has not been paid yet and suggested a letter be sent to them stating that a significant portion of that bill would be withheld until they can resolve the Birch Lane repair situation. Don stated he will try and get hold of them the first of the week. Mick Kazmerski stated that some of the road signs should be replaced. On Maple and Hickory, Hickory and Woodland, and White Pine and Timber Trail the stop signs are so faded that can't be seen. Tom Wendling stated they would look into getting new signs. Mick Kazmerski thanked Don Finn for all his hard work on the road repairs.

#### Social Committee:

Lois Lytle stated that the corn boil would be held on August 2<sup>nd</sup> at Memorial Park at 4:00 p.m. The cost will be \$4 for adults and \$2 for children under the age of twelve. People should RSVP to Lorraine Murray or Vivian Schings by July 28<sup>th</sup>. The Garage and Bake Sale will be held on August 23<sup>rd</sup> and added if anyone is called to donate baked goods to please say yes. Due to both of these events in August there will not be a 5<sup>th</sup> Friday event. There is another blood drive tentatively set for September 29<sup>th</sup>. Lois stated that Frank Durkin has graciously accepted the position as Lost Lake Historian and will be collecting memorabilia and facts and there will be a historical timeline here at the rec. center so everyone can enjoy it. She stated that if anyone has pictures or information regarding the history or development of this area to please see Frank. Mick Kazmerski told Frank Durkin that there is a bulletin board at the east gate that was to be used for placing historical information and is available if Frank wishes to use it.

#### ECC Committee:

Mick Kazmerski stated that an LP tank that should have been screened many years ago was not and now the property owners were requesting a variance for a six-foot privacy fence to be erected. Mick had an extensive conversation with the property owner regarding the covenants, which only allows for a five-foot fence. The Board Members were given copies of a letter written by the property owner as to why he wanted the six-foot fence. Mick Kazmerski made a motion to deny the request for the six-foot fence. Don Finn 2<sup>nd</sup> the motion. The motion was put to a roll call vote with the following results: Voting yea -- Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Don Finn. Abstained – Sandy Lewis, Crystal Pohlman. Voting nay – none. Motion approved.

Mick explained that there was a verbal request regarding a satellite dish erected along Birch Lane a couple of feet from the edge of the road. Mick explained again that people do not have a right to place anything near the edge of the roadway. Mick stated that he had a letter from the satellite company stating that was the only location they could get a signal. Mick stated he did not understand why the company could only get a signal from the roadway. He stated that they might have to put up a ten-foot post and move the dish back onto their property. He reiterated again that the roadway property is not the property owners to utilize as they please. He also stated that there was another one on Hickory and that property owner should also be notified. Don Finn stated that the snowplowing would probably tear those out and he didn't care if they do give us a waiver on it, it's not going to save those from being torn up. Mick explained that he has a letter from the property owner. The property owner explained that the satellite company had gone up to the roof and everywhere else on the property and could not find a signal anywhere else. She stated that if the POA wanted to give them permission to remove 15 to 20 trees, then the dish could be moved. Mick Kazmerski made a motion that the request to leave the satellite dish in the right-of-way be denied. Don Finn 2<sup>nd</sup> the motion. The motion was put to a

roll call vote with the following results: Voting yea – Sue Hill, Mike Robinson, Mick Kazmerski, Marilyn Mancini, Lois Lytle, Sandy Lewis, Don Finn. Abstained – Crystal Pohlman. Voting nay – none. Motion approved.

Mick Kazmerski explained that they have situation that has developed with respect to a subdivision that Bob Torsberg developed when he sold his property. It was necessary when Bob sold the property that he subdivided some of his property. Mick stated it was subdivided into five lots. He went on to explain that people who had purchased these lots from Torsberg were interested and prepared a submission to build a home and at that time prepared and submitted a permit to the POA. They were told because it is outside the POA limits that they did not need to comply. Mick explained that whenever you develop a subdivision there is a plat of survey that is recorded and on that plat of survey is spelled out certain requirements that you must comply with. One of the requirements is that whoever buys lots in that area must comply with the covenants, which was at that time the New Landing subdivision. He stated that he thinks they are willing to co-operate and get this resolved but in the meantime he has received some email asking if he was aware that someone was building a house back there. Joe Olliges explained that they would have to apply to the LLUD to be annexed. Mick explained that he did not think they were within 200 feet of a water or sewer line and so they may be planning on putting in a well and septic. The situation for the POA is, do we enforce our covenants and tell them they cannot put well and septic in or can we do something different. He stated that this is a covenants issue for the POA as to what we are going to require them to do but it also should involve the utility district. Joe Olliges explained that the LLUD is not required to bring their line to them and that they have to pay all expenses if they get annexed. Joe explained that the court set these limits. Mick stated that Leslie is checking into areas outside of New Landing and Pat should also check on people that may have a home or land outside of Lost Nation to see what their status is to try and establish some uniformity. This is an ongoing issue and we hope that it is resolved in a friendly way.

#### Security:

Tom Wendling handled security issues earlier in the meeting. Tom stated that Dave Strasemeier is our security co-chairman and would like someone to step forward and help him in the area of security. Please contact Tom or Dave Strasemeier if interested. Tom stated that he did not have anything to report on the gatehouse at this time and it would be covered in the next meeting.

#### Utility:

Mike Robinson read the utility report, which will be on file at the East Office.

#### Parks:

Sandy Lewis explained that the chips have been spread. She stated that a broken teeter-totter would be removed next week.

#### Covenants:

Sue Hill reminded her committee that they would be meeting with the lawyer on Monday, July 14<sup>th</sup> at 1:00 p.m.

#### Office Administration:

Crystal Pohlman suggested that the office protocol that was discussed be tabled until next month.

Mike Robinson made a motion to adjourn the meeting at 10:12 a.m. Crystal Pohlman 2<sup>nd</sup> the motion. Motion unanimously approved.