

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
May 16, 2020**

APPROVED

2.0 Call to Order – President Jody Ware called the meeting of the Apple Canyon Lake Property Owners Association (via Zoom) to order at 9:02 on Saturday, May 16, 2020.

3.0 Pledge of Allegiance – After the Pledge of Allegiance, a quorum was present with the following directors in attendance via Zoom: Jody Ware, Gordon Williams, Gary Hannon, John Diehl, Barb Hendren, Mike Harris, Bob Ballenger, Tom Ohms, and Steve Tribbey. General Manager Shaun Nordlie was also in attendance.

4.0 Approve/Adopt Minutes from the May 2, 2020 Meeting – Barb Hendren motioned to “approve the minutes from May 2, 2020.” Seconded from Steve Tribbey, motioned carried.

5.0 Treasurer’s Report – Treasurer’s Report will be in *The Apple Core*.

6.0 Committee/Commission Reports

AECC – Steve Tribbey reported they met on May 2 via Zoom. Joe Wiener reported that he is handling building requests over the phone and email. Worked on ACL Building Code revisions with direction from the Board from the last meeting. Next meeting is June 6.

Budget/Audit – Gary Hannon reported they are starting the process – first budget meeting is May 22 via Zoom.

Conservation – Paula Wiener reported they are looking over the analysis on RiverWatch data – did see a modest improvement on all testing. Will be doing the collection again this year. Greenway Stewardship – 2nd quarter inspections. Will be reported in June. Watershed Education Day postponed until 2021. Fish shocking will take place – not at the level it would normally be. Earth Day Spring Clean Up – successful. 47 goose eggs were oiled.

Deer Management – Gordon Williams reported they met April 25 and discussed a rule change which will be going through Rules and Regulations and then to the Board.

Golf – John Diehl reported they met on May 12. Item of discussion – maintenance of golf course. A lot of positive things occurred out there. Thanks to our staff for their work and the volunteers. Status of events – such as Big Cup, at this point, we are waiting for Executive Orders for June, July, August. Hoping to have nice events out there. Another meeting on June 9.

Lake Monitoring – Steve Tribbey reported that they will begin doing lake monitoring in May (next week).

Recreation - John Diehl reported they will be meeting on May 18 via Zoom. Would encourage everyone to read *The Apple Core* eblasts. Independence Day celebration – scheduled for June 27 – looking at creative options that we can follow orders in effect and safely have enjoyable activities.

Trails – Tom Ohms reported that their first meeting will be next Saturday via Zoom.

Strategic Long Range Planning – Jody Ware reported that the next meeting is June 5 at 3:00. Working on the Plan on a Page for 2021.

7.0 General Manager’s Report – Shaun Nordlie reported Verizon will be putting a cell phone tower by the maintenance building, south of the recycling center. Similar to US Cellular on the west side.

Construction will be this fall or early next year. Fiber – crews out putting fiber down underground. Four areas that still need people to sign up; Independence (need 40 to sign up). We want every area to have fiber.

8.0 President's Report – Jody Ware reported that she is pleased to see the number of participants for our Zoom meeting. Thank you for investing the time to be with us. Also wanted to thank Team Shaun – for the work that has been put in for this – the guidance you have sought out has been great. Love the Apple Seed – please watch the weekly e-blasts. Keeps you up to date on what decisions have been made during the week. Shaun – videos on the eblasts are enjoyable! Kirsten has done a wonderful job. Kudos to Team Shaun. As we move forward, we only have 13 more days in this Executive Order. Please be a part of the team that takes this pandemic seriously. And be part of the team that monitors the safety of our employees and our membership. Please practice the guidelines of the Executive Order.

9.0 Property Owner Comments

Consent Agenda

10.1 Committee/Commission Changes - Mike Harris motioned “to appoint Marge Clark to the Budget/Audit Commission; and to accept the resignation of Marcy Stanger from the Recreation Commission.” Seconded by Gordon Williams. Motion carried.

10.2 Appointment of the Nominating Committee – Steve Tribbey motioned “to appoint Barb Hendren, John Killeen, Bill Bourell, Mike Yorke, Tom Sheehan, Dave Bohnenkamp, and JoAnn Blackmore to the Nominating Committee.” Seconded by Tom Ohms, motion carried.

11.0 Unfinished Business

11.1 ACL Building & Environmental Code – 2nd Reading – Bob Ballenger motioned “to approve the full replacement of ACL Building and Environmental Code with these amendments and revisions.” Seconded by Steve Tribbey. Discussion – Jody Ware noted that a lot of work has gone into this – nice job. Complete and aligned with the ACL documents. Something we have been battling for the last few years during our alignment process. Gary Hannon – we want to make sure page numbers in the table of contents match up with specific titles. Indexing and formatting – no content change. Motion carried.

12.0 New Business

12.1 Wienen Excavating Trade of Services – Mike Harris motioned “to approve the Agreement of Trade of Services between Apple Canyon Lake Property Owners Association and Matt Wienen Excavating and Concrete of Galena, IL.” Seconded by Barb Hendren. Discussion – John Diehl – need clarification on Wienen just doing the concrete slab, not the wooden structure. Thought that should be clarified. In the 2019 budget this was approved – \$40,000. We should be well within that with in-house construction. Gordon Williams asked about the surplus of dirt, assuming we have quite the surplus. Shaun Nordlie replied that sometimes we have people that want to buy some of that dirt. Contractors and landscapers haul that themselves. Gary Hannon asked if we could look at dredge ponds getting cleaned out – can this be incorporated into this process as well; would they be willing to clean out the dredge ponds. Shaun Nordlie - yes could be considered and if they are interested in the dirt, we could do a trade. Motion carried.

12.2 Open Discussion about COVID-19 – Gordon Williams motioned “to suspend Roberts Rule of Order for open discussion about COVID-19.” Seconded by Mike Harris. Shaun Nordlie – the talk right now is looking to move to Phase 3, hopefully at end of the month. Doing as much research as we can to prepare for that. Up to 10 people – would eliminate the two people per boat rule, state parks open,

hopefully campgrounds will be included in that, maybe Marina open – working on soft opening at Marina this weekend. Want to see what would have to change if we open the doors. Long discussion to decide that. Plus, if curbside continues to work, we may just keep it at that, at least for the time being. Safety of employees is the most important factor. Pool – no direction from health department yet. If it goes to 10 people, some pools might open with that. We will discuss. As soon as we get some direction we will be discussing and making decision. Bob Ballenger – does the Executive Order specifically say we have to have the swimming pool closed? Jody Ware – yes, through the IDPH. Jody Ware suggested that all participants learn about Restore Illinois and the recovery plan. Right now, the Governor is pretty hopeful we will all move into Phase 3 at the end of the month. Gary Hannon has had in depth conversations with a lot of people – we certainly have maximized what we can do within the Executive Order, nothing has changed until end of the month. Potential of increasing services – Pro Shop, Marina as long as the Executive Order is still followed, and social distancing can occur. Shaun Nordlie reported that the Cove is open Friday, Saturday, Sunday – food now available for to go orders. Depends on demand and business – if more people come out during the week, we can expand. Same for Marina – curbside works, keep it at that. Safest for our employees. Will reevaluate and as we see more people out, we will make changes as necessary. Tom Ohms asked about carryout items at the Marina – light snacks, alcohol? Shaun Nordlie – for now, slowly getting into stuff, some groceries that have a shelf life probably not. Not enough people buying that. If campground opens that might change. Gas pumping working okay – all owners have been social distancing. Employees are feeling safe, no incidents.

13.0 Other

13.1 CAMP Update – Shaun Nordlie and Joe Wiener have been meeting with construction manager and the architect, working on bids and quotes and overall budget. Looking at what we can use and changes that can be made. Additional addons that have been mentioned for the building – one being a generator. Things that need to be discussed there as we get into the timeline. Discuss start date and what we want to do. Did send an update to Architecture & Design and Finance and Marketing ad hoc commissions to let them know what we have at this time. Both need to meet to continue with the project and to be ready. Generator would be an addon. John Diehl asked why such a major increase in electrical? Steve Tribbey - switching problems if the generator kicks in, etc., Tom Ohms - no power coming to building then tells generator to start up – don't see that number being a bad number for that whole building. John Diehl – original estimate was \$90,000, now we are looking at \$360,000. Joe Wiener – one of the reasons that went up that includes the basic infrastructure that needs to be rebuilt. Not just the new office building, includes switch gear and wiring and connection to the service. John Diehl noted that it is very cool that a guy name Ohms is talking about electrical. Steve Tribbey motioned “to reinstate Roberts Rule of Order,” seconded by Mike Harris.

13.2 CAMP Timeline – Gordon Williams motioned “to suspend the CAMP administrative building construction project for the year 2020.” Seconded by Steve Tribbey. Jody Ware – due to the COVID-19 pandemic there is just uncertainty of the economic impact at ACL. Shaun Nordlie – pros – not much of a pool season this year – but not sure it is in the best interest. Gary Hannon – also add a couple of pros besides what Shaun said (pool not being open). Also have low interest rates this year – would put people back to work, very good capital accumulation plan. However, under the circumstances totally understand the reason why we are doing what we are. John Diehl – responsible for overall financial well-being of this organization – agree. Joe Wiener – feel that it is important to let the contractor know what our plans are – they have people assigned to the project. They would like to know pretty quickly about breaking ground. Comfortable with the bids that have come in, prices seem in line. Contractors have done everything they could, as have the architects – to reduce the price. We can only build what we can afford, and if there is uncertainty that we can't afford this, then would recommend running this by the CAMP commissions on

when we can start again – always make a new motion. CAMP should meet and discuss and make a recommendation to Board later on. Jody Ware – only suspending for now. Would still mean CAMP A&D and F&M would continue to meet to address this. 90 days into COVID impact – can't predict where this goes in June, July and August. Won't start in August – the two commissions will still be able to bring back guidance to board as we move forward. Tom Ohms – delaying that may work in our favor – if construction is slow and not as much work out there – if we rebid, a lot more bids, more competitive with the bid. Joe Wiener – we found that there were really no local subcontractors that bid on the work. Union work vs non-union work. Cord suggested we consider holding some of the construction contracts ourselves. CAMP could look at over the next couple of months – could help with the pricing. Mike Harris – sure this will get brought up in budget – yes. Gary Hannon – asking Joe Wiener if Cord will not deal with non-union contractors? Tom Ohms – two people get ahold of Cord and both non-union – one he sent information to and the other he said he would not give information because they were a non-union shop (electrical end). Joe Wiener– his discussion with Cord – if we hold the contract for say the painter would you still coordinate as part of overall fee. Not investigated fully. Gary Hannon has a big concern about that – when Cord was hired, not a union only type of job. Questioning on what they are doing? Agree. Jody Ware - can we have CAMP A&D hold this discussion with Cord? Joe Wiener – yes, putting off this start would give CAMP some elbow room to work with these guys. Motion carried.

Motion to adjourn from Mike Harris at 10:17.

Recording Secretary, Rhonda Perry

President, Jody Ware

Secretary, Barb Hendren

Date