

**Apple Canyon Property Owners Association
Board of Directors Meeting Minutes
June 20, 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 9:03 on Saturday, June 20, 2020.

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

4.0 Orders of the Day - Jody Ware nominated Barb Hendren for President, seconded by Tom Ohms, all in favor. Gordon Williams nominated Jody Ware for Vice President, seconded by Barb Hendren, all in favor. Jody Ware nominated Steve Tribbey for Corporate Secretary, Barb Hendren seconded, all in favor. Jody Ware nominated Steve Borst for Treasurer, seconded by Steve Tribbey, all in favor.

5.0 Approve/Adopt Minutes from the May 16, 2020 Meeting – Tom Ohms motioned “to approve the minutes from the May 16, 2020 meeting.” Seconded by Steve Tribbey. Tom Ohms noted a typo in last commission report, Rane should be Range. Motion carried with Steve Borst and Henry Doden abstaining.

6.0 Treasurer’s Report – Treasurer’s Report will be in *The Apple Core*. Shaun Nordlie introduced Steve Borst as the new Treasurer, Steve introduced himself and is looking forward to serving on the Board of Directors. He had an early on desire to go into accounting. Received his degree from NIU – majoring in accounting and finance, then went on to obtain an MBA. Moved to ACL in November last year.

7.0 Committee/Commission Reports

AECC – Steve Tribbey reported they met on June 6. Building Inspector Joe Wiener reported he has been working on and closing out open permits from 2019. Septic pumping letters are going out. Permits and payments by mail are working out well. Four lot combinations requests on the agenda for today. Next meeting will be July 11.

Budget - Shaun Nordlie reported they will meet Monday at 10:00 and will start presenting Operating budget. Will split out with three different meetings during the summer. Operating, R&R and then labor. Managers have been working on their budgets trying to keep expenses the same as 2020.

Conservation – Mike Yorke, co-chair of Conservation Commission, reported that at the last meeting they learned one of the members, Darryle Burmeister, is resigning from the commission. As a group we consider this to be a loss for the commission and a loss for the Association as well. Darryle is a walking history book and will be missed. Accomplished – River Watch sampling process is now completed. Took water samples from five tributaries that feed ACL, along with measuring the flow of water. Purpose is to determine the health and quality of the water feeding into the lake. Sampling process is done and will get analysis of the samples in the months ahead. Commission also discussed and agreed upon adopting the ACL Watershed Action Plan. This has been on the back burner, the county recently said they will not have the resources to implement. So, the commission adopted the plan will start dividing it up and talking about goals and updating the plan. Frank Wright questioned if the water testing was done once/per year or once/month. Mike Yorke reported once/ year for the creeks. Shaun Nordlie noted that the tributaries are checked once/month. Steve Tribbey – curious about water samples – do we send to a lab? Mike Yorke – will send to lab to get tested. Shaun Nordlie – for the tributaries, we budget for that – part of watershed plan. There is some money there for the River Watch sampling and taken care by the state. That has been cut back considerably, but still allow us to do this.

Golf – Shaun Nordlie reported they have been meeting monthly and coming up with ideas for a five-year plan for the golf course. Possibility for hosting Big Cup, maybe in the fall (September).

Deer Management – Gordon Williams reported on April 25 they had a meeting (he was not able to attend), but met about one of the large topics on the agenda today – rule change – 1st reading today as we look at our deer counts declining from the past. They are planning the activities for summer as far as the application packets and also looking at Youth Archery planning.

Lake Monitoring – Steve Tribbey – began lake monitoring on May 26; June 12 went out again. Surface temperature of the water was 74 degrees.

Recreation – Shaun Nordlie reported they met this past Monday, talked about options for events we could have with COVID. Concerts, Open Air Concert at the beach, looking at options. Maybe control number of people at beach. Hot Summer Night concert could be moved for social distancing. Talking to bands and working on that. Ice Cream Social – holding one but different than normal; could be a drive through. Crafts – looking at, not sure that can happen.

Trails – Tom Ohms reported they met on May 23. Mission statement that will be voted on later today. Had a workday on June 12 – had about dozen come out to help. Replaced stop signs and installed authorized vehicle only signs around the lake. Next meeting is June 27 via Zoom.

Strategic/Long Range Planning – Jody Ware reported that they met and completed the 2021 Plan on a Page and will bring to the board in July.

Rules and Regulations – Mike Harris reported they met on June 5 and wrapped up swimming pool rules – will vote today. Three first readings today.

Conservation – Tom Ohms reported we had a fish shocking a week ago. Have not received data yet. He thought it looked good.

8.0 General Managers Report - Shaun Nordlie reported we do have the harvester out – North Bay has been a big concentration of weeds as well as Independence. Chemical application before Memorial holiday – seeing some of the effects on the surface. Dredge - did start dredging last week at North Bay. Goal is to have this going every day. We will just be doing North Bay this year. Flood mitigation – will have report next week. There will be a Board workshop at the July meeting to discuss.

9.0 President’s Report – no President’s Report today.

10.0 Property Owner Comments

11.0 Consent Agenda

11.1 Committee/Commission Changes – Mike Harris motioned “to appoint Tom Ohms as Chair, Henry Doden as Vice Chair and Penny Diehl as Secretary of the Trails Commission; and to accept the resignation of Kathy Richards from the Campground Commission; and the resignation of Joe Forman from the Board Policy Ad Hoc, Budget/Audit, CAMP Financing and Marketing, Employee Handbook, and Strategic Long-Range Planning commissions.” Seconded by Steve Tribbey, motion carried.

11.2 Trails and Commission Charge – Gordon Williams motion “to approve the amendment to the Trails Commission charge as included in the June 20, 2020 Board packet.” Seconded by Bob Ballenger. Motion carried.

12.0 Unfinished Business

12.1 Rules & Regulations – Swimming Pool - Steve Tribbey motioned “to approve the Rules & Regulations: Swimming Pool and addition to section V. General Violation fines as presented in the June 2020 Board Packet.” Seconded by Mike Harris. Discussion: Gordon Williams – item 4, last full sentence will be identified at the discretion of the lifeguards (rafts) – comfortable with that. That can be handled very well with them. Shaun Nordlie – depends on who is there – little kids or teenagers, that is why they want that discretion. Motion carried.

13.0 New Business

13.1 Lot Combination Agreement – Mateja - Jody Ware motioned “to approve the Lot Combination Agreement requested by Joseph & Jasmina Mateja for lots 136 and 137 in the Winchester (4) subdivision. Once recorded, the Lot Combination agreement may not be revoked or rescinded.” Tom Ohms seconded. Discussion – Bob Ballenger asked why does this come to the Board for a vote? Already been approved by AECC. Barb Hendren – this procedure is in our governing documents. Jody Ware – this is a declaration that focuses on land, it is appropriate to bring to the entire Board. Steve Tribbey – County also requires approval by Board itself, not just AECC. Motion carried.

13.2 Lot Combination Agreement – Ware - Gordon Williams motioned “to approve the Lot Combination Agreement requested by Bill and Jody Ware for lots 134 and 135 in the President (12) subdivision. Once recorded, the Lot Combination Agreement may not be revoked or rescinded.” Seconded by Mike Harris. Motion carried with Jody Ware abstaining.

13.3 Lot Combination Agreement – Burbach - Jody Ware motioned “to approve the Lot Combination Agreement requested by Greg & Connie Burbach for lots 154 and 155 in the Independence (8) subdivision. Once recorded, the Lot Combination Agreement may not be revoked or rescinded.” Seconded by Steve Tribbey, motion carried.

13.4 Lot Combination Agreement – Hancock – Jody Ware motioned “to approve the Lot Combination Agreement requested by Bryan & Samantha Hancock for lots 68 and 69 in the President (12) subdivision. Once recorded, the Lot Combination Agreement may not be revoked or rescinded.” Seconded by Bob Ballenger, motion carried.

13.5 Foundation Loan Repayment – Gordon Williams motioned “to accept the final payment for the 2020 UTV.” Seconded by Jody Ware. Jody Ware wanted to thank the Board of Directors for having faith in the Foundation and helping us get our first big fundraiser going. Also wanted to thank the people that have supported the UTV raffle. Sales are still going on! Motion carried.

13.6 Kayak Rack Placement and Fee – Barb Hendren announced that we are removing this item from the agenda. Discovered there is another approval we need to go through first before it comes to Board level. Needs to go to AECC first.

Jody Ware motioned “to suspend Roberts Rule of Order.” Seconded by Steve Tribbey at 10:03 a.m.

13.7 Rules & Regulations – Deer Management Commission – 1st Reading - Discussion: Tom Ohms – how do you select the zones when deer hunting? Jon Sonntag, Deer Management Commission Chair – the zones for the process are determined by (1) the number of deer harvested by the prior year and (2) number of days hunted the prior year and if still a tie after that, names are drawn. Hunters needed to harvest two does before they could harvest a buck in years past. Meant to keep deer population as low as possible. Due to Chronic Wasting Disease - what should we be doing – make sure keeping the total harvest numbers in place but with numbers being so low – switching to one doe per buck instead of two does per buck. Decided to allow hunters to take a buck first but would not count until they also took a doe. Barb Hendren – what is the average number of deer that people take per year? Jon Sonntag – last year we had two hunters that took more than 3 deer. 2-3 hunters that took three deer. 50% of the hunters did not get a deer. Gordon Williams – with the new ruling will be a maximum of three. Steve Borst – is this something we should do every year and decide? Jon Sonntag – we do the counts annually and DNR also does counts every several years from the air. Not financially feasible for us to do every year. We get as many volunteers as we can in the winter and have everybody count deer in specific areas in the same day, same time. We have been seeing our numbers reduced about 30% over the past couple of years. Because of the DNR finding CWD, their standard policy is to harvest 25% of the population every year for five years. DNR still have their target numbers they want to hit. We work with them to determine what our numbers should be. Tom Ohm – lack of deer from hunters or other animals in the area taking them out? Bobcats, coyotes? Jon Sonntag – absolutely, so many coyotes.

13.8 Rules & Regulations – Smoking and Cannabis Use – 1st Reading - Discussion: Tom Ohms – likes the phrase consumption. Shaun Nordlie reported that the definitions came from the employee handbook

which was updated last year. For the marijuana, this topic was discussed at a Lake Association meeting. Overall, need something that states common property not allowed.

13.9 Rules & Regulations – Golf Course – 1st Reading - Discussion: Barb Hendren – comment – 2nd page, item 21, age of children - no children under the age of 10 unless with adult. Assume an 11-year-old would have to walk to course? Yes, must be 16 to get a cart. Gordon Williams - tee times (#12) sign in and be in good standing. If we are a public course, how does this work. Shaun Nordlie – mostly refers to season pass holders who have not paid their dues. Owner that has not paid their dues yet, technically they are not an owner and do not get owner privileges – would have to pay guest rate. Tom Ohms - #11 – tee times appropriate attire while on golf course. Need to look at that a lot. Lot of big cut off t-shirts. No problem with t-shirts, but this needs to be watched. Barb Hendren – item B alcoholic beverages (last page) #33, abusive language will not be tolerated on the course. Do we want to say Pro Shop too? Shaun Nordlie – covered somewhere else (under miscellaneous). Gordon’s question – if an owner had a season pass and not in good standing, but just paying to play, would not get owner rate and we cannot say they cannot play since it is a public course. Mike Harris – owner is only one getting chastised. Non-owner has to pay more, but maybe could define better. Shaun Nordlie will check on this to try to define better. Tom – how will they know they are not in good standing? Shaun Nordlie – can pull this information up – there would be a note from office.

Jody Ware motioned “to reinstate Roberts Rule of Order,” seconded by Gordon Williams.

13.10 Fireworks Decision - Mike Harris motioned “to cancel the 2020 fireworks.” Seconded by Henry Doden. Discussion: Bob Ballenger noted that we did put this in *The Apple Core* that this was going on. The public believes it is going to happen because we told them it would. Appreciate the County advising us but their say should not be any more important than our say. We as a group can make our own decision. In favor of going ahead with the fireworks. Steve Tribbey – need to maintain good relationships with the County. We draw on their support numerous times (sheriff). Take into consideration, it is not just us who will managing potential crowds coming in the area. Could be overwhelmed as well as our Security staff. We do need to listen to outside input. Gordon Williams - agrees we need solid partnership with outside officials. Who better would know what resources it would take to control a larger crowd than the research by Shaun Nordlie and the management? Henry Doden - we probably should post some signs at entrances if we are not having the fireworks. Barb Hendren – Shaun Nordlie is prepared to have a special e-blast go out about this if we pass this motion. Tom Ohms – understand keeping the good relationship – but would like to have the fireworks. Have not seen data that we would be overrun with people. But, will back whatever we decide, but personally would like to see us have them. Barb Hendren – part of our mission statement as a board of directors is to promote health and safety of our membership. Do not think we can keep everybody safe if we get the amount of people we may get if we have our fireworks. Chances are pretty good we would get a lot of people since so few shows this year. Would not be able to promote social distancing and would be jeopardizing everybody’s safety if we have the fireworks. Bob Ballenger – majority watch fireworks from the water in boats. Barb Hendren – might not be the case this year. Tom Ohms – think we can handle it. Jody Ware – worry right now about cars along the side of the road and poison parsnip. This is a tough decision. Tom Ohms – something we need to look at every year as far as how we handle the fireworks (with staff). Are we getting larger crowds? Barb Hendren – think this is an extraordinary year. Shaun Nordlie – fireworks night is our busiest night of the year. This year, since we will be one of the only shows, the amount of people coming into ACL would be extraordinary. Would have to be all hands-on deck for all staff. Would still need help to manage crowds and traffic. Always a big night for us. But this year is different, since there is no other option for viewing fireworks. If we could keep it to just ACL people that would be great, but we cannot. Roll call: to cancel the 2020 fireworks. Steve Borst – cancel. Mike Harris – cancel. Henry Doden – cancel. Gordon Williams – cancel. Steve Tribbey – cancel. Bob Ballenger – not cancel. Tom Ohms – not cancel. Jody Ware – cancel. Motion carries to cancel fireworks. Barb – thank you Shaun and staff for the background work.

Jody Ware motioned “to suspend Roberts Rule of Order.” Seconded by Mike Harris at 10:37 a.m.

13.11 Open Discussion about COVID-19 - All indications are that next week we will go to Phase 4. Lot of speculation on what that means. Several areas we feel will be affected.

Pro Shop – should be allowed to let people go in. Not sure on capacity of seating right now – could be up to 25-30 people. Making plans now on how we set the tables and putting plexiglass up for safety of employees. Once we get guidance on that we will announce that.

Fitness Center could open – would have to move some machines out – capacity on how many in there at one time and sanitation and how often we would have to clean it, waiting on guidance there.

Groups of 50 – committees and commissions and Board of Directors could meet in person. Could still Zoom for all of the meetings. Meeting in person will be an option. Will need some more guidance on that as well.

Clubhouse – now, under 10 – take temperature of anyone coming into the Clubhouse.

Pool and beach - no guidance on that; nothing from health department. Talking to other pools on how they are operating (Monroe). How to work within the capacities, cleaning, etc. Hopefully soon we will get some guidance. As soon as we hear we will make announcements. Pool is not filled at this time. Both are licensed by the state, so no operations until we get guidance from health department. Jody Ware – pool question – if we are able to open during this season, would it be in the best interest to fill and run just to get everything working. Not to let it sit for another year. Shaun Nordlie – replaced the heater last year, that has not been fired up yet. Scheduled for one of the pumps to be maintained. Jody Ware – heater is probably under a one-year warranty? Should be at least tested. Shaun Nordlie will check. Could be extended if we do not use it. Gordon Williams asked if all Illinois beaches are closed? Shaun Nordlie – from what he understands, yes. Heard that some splash lands (no depth at all) that can be open, but no pools or beaches open in Illinois.

Jody Ware – golf course business as usual with golfing? Shaun Nordlie – we can do foursomes and no problems with carts. Jody Ware – need to monitor the foursomes.

14.0 Other

14.1 CAMP Update – CAMP Financing and Marketing Commissions and CAMP Architecture and Design ad hoc commissions will be meeting in July. Meet before July 17 budget meeting and start looking into those budgets. Meetings will be posted.

Jody Ware motioned “to reinstate Roberts Rule of Order.” Seconded by Gordon Williams.

Motion to adjourn by Mike Harris at 10:45 a.m.

Recording Secretary, Rhonda Perry

President, Barb Hendren

Corporate Secretary, Steve Tribbey

Date