

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
July 18, 2020**

APPROVED

2.0 Call to Order – President Barb Hendren called the meeting of the Apple Canyon Lake Property Owners Association to order at 9:00 on Saturday, July 18, 2020.

3.0 Pledge of Allegiance – After the Pledge of Allegiance, a quorum was present with the following directors in attendance: Barb Hendren, Mike Harris, Gordon Williams, Steve Tribbey, Steve Borst, Tom Ohms, Henry Doden, Jody Ware and Bob Ballenger (9:03 via Zoom). General Manager Shaun Nordlie was also in attendance.

Barb Hendren announced that 12.5 was being removed from today's agenda.

4.0 Approve/Adopt Minutes from the June 20, 2020 Meeting – Steve Tribbey motioned “to approve the minutes from the June 20, 2020 meeting.” Seconded by Jody Ware. Motion 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 July 11. There have been several instances of lots being cleared, trees being cut, and debris being pushed into adjacent greenspace and ravines without permits. Some work was done on lots not owned by the person ordering the work. Joe Wiener is having trouble finding owner contact phone numbers. We are following up on this. Septic letters are out. We approved some typographical corrections in the ACL Building Code. Next meeting is August 1.

Budget – Steve Borst reported that they met twice. Next meeting is August 10. Feel it is a well-balanced commission. A lot of discussion; he is encouraged so far.

Conservation – Paula Wiener – two resignations from the commission, down to eight now. Anyone interested, please let her know. Would like to at least have 10. Centered on the Watershed Plan at the last meeting and will continue to the next meeting. Jo Daviess Soil and Water Conservation District would lead the implementation of the plan as outlined in the document. Mike Malon was the main author of the plan however; he is not with them anymore. Although Shaun and Aren are following through with a big portion, some parts of the plan are being neglected. Conservation will continue to lead the implementation of the overall plan. We are evaluating where we are. Not changing any of the main goals.

Golf – Jody Ware attended the golf meeting. Pro Shop will be opening on Monday. Commission is defining their role and working on their master plan. Their charge is to report to the General Manager. Big Cup will not be held this year. Budget – 2021 for golf course improvement was shared. Next meeting is Tuesday, August 11.

Deer Management - Gordon Williams – Youth archery event is August 1; as long as we're in Phase 4, we will be able to hold that event. Deer Management Program applications are being accepted now. Qualifying is taking place August 8 and 22. Next meeting is July 25.

Lake Monitoring – Steve Tribbey reported they went out on the lake on July 16. The surface temperature was 79 degrees. Dissolved oxygen was above 9.09ppm to a depth of 13 feet.

Recreation – Shaun Nordlie reported that they will meet tomorrow to discuss Ice Cream Social and updates from planning groups for events we regularly have. Farm to Table will not happen and Haunted Trail will not happen this year unfortunately.

Trails – Tom Ohms reported they met on June 27. Behind the 9th hole, gravel – cleaning that area up. Golf cart seating – big concern for staff, proper amount of people for that. Trails overall are in great shape, but a few unsafe areas where culverts are washing out. Traffic by the marina has been a concern - speed limit, flow.

Strategic/Long Range Planning – Jody Ware reported there is a proposal for 2021 Plan on a Page on the agenda today.

Legal - Jody Ware reported that they have reviewed the Energy Policy. Board approved this on March 15. Energy Policy would be included with the Declaration as an amendment. Never had an amendment to our Declaration before. Received recommendations from our attorney. Moving on to reviewing the Bylaws.

CAMP Architecture & Design – Steve Tribbey reported they met on July 10 and discussed the bids that Cord presented. Bids came in for the Admin Building \$350,000 over budget. They obtained all union shop bids, which is contrary to what Cord said they would do during the interview process –that non-union bids would be accepted. Many bids were not returned. Commission members also know that local contractors were not given an opportunity to bid. We will have another meeting with Cord to get details hammered out, that we want some GC bids, non-union bids, local bidders.

CAMP Financing & Marketing - Barb Hendren reported that they met on July 13 and were informed on what A & D has been up to with budget issues. Talking about budget problems and the numbers for administrative building. Shaun has come up with scenarios and ideas on how to handle paying for this, along with other capital needs along with flood mitigation. Going to do some updates on our website to show the administration building. Another meeting after A & D meets.

ACL Foundation – Jody Ware reported they are continuing to plan for the Poker Run; September 12, 2020 and will draw for the UTV then.

Rules & Regulations – Mike Harris reported that there are three 2nd readings today on the agenda. Met and talked about ice fishing rules, tennis court rules and a lot of talk about noise.

7.0 General Manager's Report - Shaun Nordlie reported that there is a workshop today on flood mitigation. Fehr Graham had done a study for us to find options on flooding. Three options – 1) bathtub weir, 2) second spillway and 3) keep water out of the lake before it gets there. Bathtub weir most effective and best price. Went to include in budget last year and was asked to get a 2nd opinion. Contacted CMT Engineering from Springfield – recommend by DNR and other people in lake industries. Will be reviewing today. Their ideas are a little different than Fehr Graham's. Interesting discussion and good ideas for what we can do for the future.

8.0 President's Report – President's Report will be in *The Apple Core*.

9.0 Property Owner Comments

10.0 Consent Agenda

10.1 Committee/Commission Changes – Mike Harris motioned “to appoint Paula Wiener as Chair and Michael Yorke as Co-Chair of the Conservation Commission; Daniel Mamlic and Nick Gouskos to the Deer Management Commission; Barry Kren to the Lake Monitoring Commission; and Jody Ware to the Editorial Review Board; and to accept the resignation of Melissa Parages from the Conservation Commission; and John Diehl from the Board Policy Ad Hoc, Campground, and Golf Commissions.” Seconded by Gordon Williams, motion carried.

11.0 Unfinished Business

11.1 Rules & Regulations – Deer Management – Jody Ware motioned “to approve the Deer Management Program Rules & Regulations amendment as presented in the July Board packet.” Seconded by Tom Ohms. Discussion – will this work for a long time? Gordon Williams reported that we look at what we saw this year vs. our history. Feel like the leveling off the deer population by limiting to only three deer, would help. We will

continue to take our deer surveys. Taking bucks first – they travel more miles and we did have one diseased deer last year. We can take some of the travelers out and maintain. We will see as we take our deer counts. Motion carried.

11.2 Rules & Regulations – Smoking/Cannabis – Jody Ware motioned “to approve the Rules & Regulations amendments to Smoking & Cannabis Use as presented in the July Board packet.” Seconded by Mike Harris.

Discussion – does this include chewing tobacco? Shaun – no. Motion carried.

11.3 Rules & Regulations – Golf Course - Gordon Williams motioned “to approve the Golf Course Rules & Regulations amendments as written following the July 10 Rules & Regulations Commission meeting and included in the July Board packet.” Seconded by Henry Doden. Motion carried.

12.0 New Business

12.1 Board Liaisons to Committees/Commissions – Jody Ware motioned “to approve the following Board Liaisons to commissions:

AECC – Bob Ballenger, Mike Harris, Barb Hendren, Tom Ohms, Gordon Williams, Steve Tribbey

Board Policy Ad Hoc – Jody Ware, Mike Harris

Budget – Steve Borst

Campground – Steve Borst

CAMP Architecture & Design Ad Hoc – Steve Tribbey

CAMP Financing & Marketing Ad Hoc – Barb Hendren

Conservation – Henry Doden

Deer Management – Gordon Williams

Editorial Review – Jody Ware (member), Barb Hendren

Employee Handbook Ad Hoc – Jody Ware

Golf – Jody Ware

Lake Monitoring – Steve Tribbey

Legal – Jody Ware

Nominating – Barb Hendren

Recreation – Steve Tribbey

Rules & Regulations – Mike Harris

Safety & Emergency Planning – Barb Hendren

Strategic/Long Range Planning – Jody Ware

Trails – Tom Ohms”

Seconded by Tom Ohms, motion carried.

12.2 Designated Signers for ACLPOA Accounts – Mike Harris motioned “to designate Shaun Nordlie, General Manager; Ashlee Miller, Financial Manager; and Carrie Miller, Accounts Payable/Human Resources; and Board of Directors members Barb Hendren, President; Jody Ware, Vice President; Steve Borst, Treasurer; Steve Tribbey, Corporate Secretary; Mike Harris, Bob Ballenger, Henry Doden, Tom Ohms, and Gordon Williams as designated signers for ACLPOA accounts at Apple River State Bank and Citizens State Bank.” Seconded Tom Ohms. Motion carried.

12.3 2021 Plan on a Page – Gordon Williams motioned “to approve the 2021 Plan on a Page as presented by the Strategic/Long Range Planning Commission.” Seconded by Jody Ware. Jody Ware commented that they are trying to market and communicate more digitally to reach out to our membership in a different mode so everyone can be informed. Focusing on the development of the Clubhouse Area Master Plan, flood mitigation, internet, cellular service, and consultants for watershed management. Also, liability of land acquisition or partnerships with landowners in the surrounding area. We are also supporting ACL Foundation. Fundraising goes towards ACLPOA and enhances the lake. Motion carried.

12.4 Recreation Commission Designated Funds Purchase – Mike Harris motioned “to approve the Recreation Commission’s purchase of a popcorn maker and cart for use of the Recreation Department and Recreation Commission at a cost not to exceed \$500.00.” Seconded by Henry Doden. Jody Ware explained that a commission can have money, they can request spending it, then comes to the Board for approval. Motion carried.

12.5 Lot Combination – Haniacek - removed from agenda.

12.6 Placement of Kayak Rack and Rental Fee – Steve Tribbey motioned “to approve the placement of a kayak locker rack in the President’s Cove area and approve the annual fee of \$25.00 to rent a kayak locker.” Seconded by Jody Ware. Discussion – Steve Tribbey asked about the fee being prorated since it is so far into the season. Shaun Nordlie - no, will not pro-rate the fee. Chapter 70.05 (M) (2) governing documents discussion. Jody Ware – during the Annual Meeting, it was pointed out section 7 says that AECC can approve. Maybe we have two different conflicting sections. Shaun Nordlie – fee will always be \$25.00; first come first serve. If we sell out and get more requests, we will build more. Agreement was written by Keay and Costello. Motion carried.

12.7 Open Discussion about COVID-19 – Mike Harris motioned “to suspend Roberts Rule of Order for open discussion about COVID-19”. Seconded by Gordon Williams. Shaun Nordlie provided the following: Pro Shop will reopen Monday, July 20. Following guidelines set by health department – staff exposure (direct and indirect). Direct exposure was within 6 feet for more than 15 minutes. We have disinfected the building, cleaned it out, etc. Monday food and beverage again. FYI - few restaurants in Galena that have shut down again. Pool and Beach – reservation system seems to be working. Will continue with that and go as long as we can. Staffing – with schools not making decisions yet, after mid-August we will see what we can do. Starting to work on that. School updates will determine that.

Jody Ware thanked Shaun for his time invested in the golf course. Cleaning golf carts –we need more than just spray down, please check for garbage in cup holders, etc.

13.0 Other

13.1 CAMP Update - went through what Cord had presented to us as far as budget and add ons, etc. There were a few areas where Cord thought we could save some money. Back-up generator – adjusted that, do not need the whole building to be backed up. Network is the main issue – maybe some lighting. Light fixtures – what can we do with that. When they started taking bids in March, thought COVID would not affect bids, but it did. Could not get as many bids and all were union bids. We want to consider non-union and locals out here. At least consider them based on their price. Will set a date for that soon. Financing – obviously with flood mitigation being a priority, how do we deal with what we can do in Phase 1. Price of that was a little bit higher than what Fehr Graham proposed, but this proposal is a little more in-depth. Capital project that will affect CAMP. Working on different scenarios.

Mike Harris motioned “to reinstate Roberts Rule of Order,” seconded by Gordon Williams.

Motion to adjourn from Mike Harris at 10:11 a.m.

Recording Secretary, Rhonda Perry

President, Barb Hendren

Corporate Secretary, Steve Tribbey

Date