

**Apple Canyon Lake Property Owners Association  
Board of Directors Meeting Minutes  
August 15, 2020**

**APPROVED**

**2.0 Call to Order** – President Barb Hendren called the meeting of the Apple Canyon Lake Property Owners Association to order at 9:06 on Saturday, August 15, 2020.

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

**4.0 Approve/Adopt Minutes from the July 18, 2020 Meeting** – Steve Tribbey motioned “to approve the minutes from the July 18, 2020 meeting.” Seconded by Henry Doden. One change in 7.0 General Manager’s report, third option – one grammatical correction. 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 on August 1. Work being done around the lake without permits was discussed. Joe Wiener will remind owners about building permits and remind owners to submit clear drawings. Next meeting will be September 5.

**Budget** – Steve Borst reported they met on Monday. Happy with the progress – the group has proposed a budget for 2021 which will be discussed in today’s agenda.

**Conservation** – Mike Yorke reported they are updating the current watershed plan which was adopted in 2016 and which will be presented to the BOD in the next month or so. They have also received two Greenway Stewardship applications.

**Golf** – Jody Ware reported they met on Tuesday. Big thank you to volunteers working on the course, doing significant improvements, working in collaboration with Maintenance. Looks excellent! One of Shaun’s goals is to seek grants and we did have a member of the lake come forward informing us that he can get a matching grant. Will have further discussion about that. Motioned to approve up to \$1,500 for trees to be purchased and planted on golf course. Another motion to purchase, up to \$300, for yardage markers. Will be coming to Board in September.

**Deer Management** – Gordon Williams reported they met July 25. At that time, 22 possible hunters but probably have more than that now. August 1, we had a Youth Archery Day – very nice showing (37). All precautions were taken, face coverings, etc. Discussed hunters’ certificate online and would that qualify for the certification to the archery hunt at ACL. About a 10-11-hour course. Last weekend we had qualifications and orientation meeting for possible hunters. Qualification is where hunters with all paperwork and all certifications, pass an archery test. Good turnout for that. Next meeting will be August 22.

**Lake Monitoring** – Steve Tribbey – reported that they went out on lake July 31. The surface temperature was 80 degrees. Dissolved oxygen was above 9.06ppm to a depth of 13 feet.

**Recreation** – Steve Tribbey reported they met on July 20. Cancelled several events due to restrictions and social distancing. Independence Day Trail Ride was a good alternative. Modified the pancake breakfast to drive through and seems to have gone well. Relay for Life was successful. Free Fall will be back on beach on August 22. Next meeting in August 17 at 9 am.

**Trails** – Henry Doden reported that there is now trail access at White Buffalo.

**Strategic/Long Range Planning** – Jody Ware reported next meeting is September 11.

**Legal** – Jody Ware reported they will be meeting on Tuesday night. Done a lot with Bylaws and Declaration and will do a three-part reading (3 months of readings) to communicate the changes.

**CAMP Architecture & Design** – Steve Tribbey reported that they met on July 3. Approximately \$300,000 overage for the budget. Need to look at ways to rebid and get the overage down. Project schedule will be driven by the Board of Directors and will compile list of bids from local non-union contractors.

**CAMP Financing & Marketing** – Barb Hendren reported that they have not met, waiting for A&D.

**ACL Foundation** – Jody Ware reported that the next meeting is September 18. Excited – we are meeting weekly to plan the Poker Run. We have a plan A, plan B, and plan C due to COVID. Will have the Poker Run, just not sure about the gathering. UTV sales are still going on; sold 2000 tickets so far. September 12 – 2-5 at the Clubhouse is where the Poker Run event will be taking place. Poker Run tickets are available at the Pro Shop and Association Office.

**Rules & Regulations** – Mike Harris reported they met on August 7. Discussed Ice Fishing, Tennis Courts and New Home Construction. Also had a lengthy conversation on noise nuisance. Julie is looking into it. Next month Amenity Tags will be coming, some verbiage changes with that.

**Nominating** – Barb Hendren reported they will have a meeting next Tuesday.

**Campground** – Steve Borst reported they met on July 25. Impressed with everyone involved. Biggest item is the pavilion. Waiting for that to start with the application to the county, hoping to start in fall. We did cancel Trick or Treat at the Campground event. Will meet again once Joe Wiener gets feedback from the county.

**7.0 General Manager’s Report** – Shaun Nordlie reported that the dredge is currently down. Going to manufacturer (up by Milwaukee) to find out options. Harvester – going out, as necessary. Not a lot of weeds left. White Buffalo new dry dam – worked on this week. Another dry dam in Winchester Cove off of General Jackson – being worked on as well, should be finished soon. Aren getting bids on projects south of bridge at North Bay – get that up and running in September weather permitting. Wetland work coming up.

**8.0 President’s Report-** Barb Hendren noted the President’s report will be in *The Apple Core*.

## **9.0 Property Owner Comments**

**10.0 Consent Agenda** - Mike Harris motioned “to approve the consent agenda items 10.1 Committee/Commission Changes (to appoint Steve Nelson as Chair and Barb Hendren as Secretary of the CAMP Financing & Marketing Ad Hoc Commission; to appoint Ron Carpenter as Chair and Chris Szczypta as Vice Chair/Secretary of the Campground Commission; to appoint Edie Petelle as Chair of the Appeals Board Commission; to appoint Brett Livengood to the Budget Commission; and to accept the resignation of Darryle Burmeister from the Conservation Commission, and 10.2 Appeals Board Decisions (to accept the recommendation of the Appeals Board to uphold citation #0056 issued to Buehler and to uphold citation #0051 issued to Coffey).” Seconded by Steve Tribbey, motion carried.

## **11.0 Unfinished Business**

### **12.0 New Business**

**12.1 Property Owner Citation Appeal** - Mike Harris motioned “to go into Executive Session at 9:46 a.m.” Seconded by Steve Tribbey. Henry Doden motioned “to return to Open Session at 10:09 a.m.” Seconded by Steve Tribbey. Mike Harris motioned “to uphold the #0057 citation issued on June 7, 2020 to Mr. Wuebben for disobeying a control device (sign) in the Marina parking lot.” Seconded by Steve Tribbey. Roll call: Ballenger – yes, Borst – yes, Tribbey – yes, Harris – yes, Ohms – absent, Ware – yes, Williams – absent, Doden – yes. Motion carried; citation has been upheld. If the fine remains outstanding

membership privileges may be suspended. Hendren – remind everyone unless recognized by her, keep comments to yourself.

**12.2 Property Owner AECC Appeal – Rosalez** – Mike Harris motioned “to go into Executive Session with property owner and Joe Wiener, Building Official, at 10:18 a.m.” Seconded by Gordon Williams. Mike Harris motioned “to return to Open Session at 11:17 a.m.” Mike Harris motioned “to uphold the decision of AECC for 9A189 Cottonwood Ct of July 11, 2020 of installing a 585 sq ft patio with a pool within the 100’ lakefront setback.” Seconded by Bob Ballenger. Ballenger –aye, Borst – aye, Doden – nay, Harris – aye, Tribbey – aye, Ware – aye, Williams – aye. Six voted yes, motion to uphold AECC decision carried.

Jody Ware announced she would be leaving the meeting at 11:19 a.m.

**12.3 Lot Combination 08-257 and 08-258** – Gordon Williams motioned “to approve the Lot Combination Agreement requested by John & Donna Haniacek for lots 257 and 258 in the Independence (8) Subdivision. Once recorded, the Lot Combination Agreement may not be revoked or rescinded.” Seconded by Mike Harris, motion carried.

**12.4 Publication of the 2021 Annual Assessment** – Henry Doden motioned “to authorize staff to publish the 2021 Annual Assessment of \$1,100 in the September issue of *The Apple Core*.” Seconded by Mike Harris. Discussion – Steve Borst reported that the commission did a really good job, going through each line item. Did make some adjustments to some line items after discussion. After that we were left with a shortfall, so, we tried to cover that gap from a couple different sources. One was to make a small increase (2.5%) in the assessment. That is where we came up with \$1,100. Ron Carpenter – the commission had difficulties calculating the numbers for Capital and R&R funds since we are not sure what flood mitigation expenses will be; not sure about the what will happen with CAMP project. Shaun Nordlie – going through Operating we told managers to keep everything the same with the uncertainty of COVID. Some significant changes were work comp and bad debt. Not knowing what next year will bring, we are projecting there could be up to 40 people not paying dues next year, that is why bad debt is higher. Work comp is lower due to not having a claim in almost two years. One addition of staff for natural resources (part time). 2% increase in staff wages. We did sign the new contract for health insurance. We were fortunate to have many options. Four options we could pick from, we stayed with United Health Care – 14% decrease. We go year by year with that. Steve Tribbey – for capital projects, are you committed to fully funding CAMP for the next couple of years, Phase 1 and Phase 2? Ron Carpenter - Phase 2 could be several years down the road. Commission’s understanding is that the Board may prioritize flood mitigation over the CAMP project. Shaun Nordlie - we did put more into Capital. We know flood mitigation is coming and we know Phase 1 is coming, we put into Capital and took R&R down. We have overfunded R&R in the past. With the uncertainty of COVID, that is why we did it this way. Shaun Nordlie reviewed budgeted projects in the 2021 R&R – installation of poles and docks. After 2017 flood, Board approved buying longer poles. We bought poles and tried to do some of this ourselves, we just did not have the equipment. Lumber for dock repair is also included. Phase 2 of the cart path for golf course – this will continue that. Tee box on hole #2 is also included. Pro Shop – indoor furnishings are included. Walk-in cooler outside leaks, will replace. Pool – filters have sand in them. Typically, in 5-10-year range you need to replace. Filters themselves are fine, company will vacuum out sand and put new in. Continuing with security cameras, phase 3. Cove, Fitness Center and some other areas. Maintenance – new zero turn mower, rotary cutter for trails and golf course (few areas). Fire House – what do we do with this? Need storage. It leaks, issues with some walls, outside siding looks horrible. This money will get us a new roof and rebuild one wall that is deteriorating. Vehicles – security squad is four years old and has been a struggle. New truck and lift gate for maintenance. Current lift gate is in bad shape and truck bed is rusted out. Fees – couple of increases in fees. Last year Montgomery (redid the contract for trash pickup) was the only one that submitted a proposal and that went up, but we didn’t do anything with the fees at

that time. An increase to the trash assessment. ATV/UTV registrations will be raised to \$30. Putting more vehicles on the trails; increased wear and tear. Delinquent Dues Fees – late fee on March 2<sup>nd</sup> and adding second late fee on April 1, third one on May 1. Hoping this gets some people to pay in March. No incentive to pay. Disposal of a mattress – Montgomery does now charge us more, so we added to the fee schedule – \$30 to cover our cost. Discussion on fee increases: some ideas of fees to look at are house demolition fee (from Building Code), which AECC could look at. Also, why the increase in UTV/ATV registration? The idea is that these machines cause more wear and tear on the trails. Bob Ballenger – more fees is not the way to go. Steve Borst – in 2012 the ratio was 30/70. Now it is about 22/78. But going from \$5 to \$10 would not affect the ratio. Agree with the comment, being less fee-based, but for us to do this would not be wrong. Mike Harris – \$5 was more of an administrative fee. Steve Borst – do we want to reconsider the fees? Would recommend readjusting some of the fees. Barb Hendren – could be addressed today or for next year’s budget. Would not like to handle today, look at for next year. Budget Commission did a very good job. We all know that next year we might have more problems. We will know better than what is going on with our flood mitigation and CAMP. This needs to be thought about more carefully. Should be a lot of research before making these decisions. Motion carried.

**12.5 Publication of the 2021 Operating Budget** – Henry Doden motioned “to authorize staff to publish the 2021 Operating Budget, with a total revenue of \$4,585,143.34 and total operating expenses of \$3,367,787.35, with a transfer to the R&R fund of \$535,000 and a transfer to the Capital fund of \$682,356, in the September issue of *The Apple Core*.” Seconded by Gordon Williams, motion carried.

**12.6 Publication of the 2021 R & R Budget** – Steve Tribbey motioned “to authorize staff to publish the 2021 R & R Budget, in the amount of \$535,000 in expenditures, in the September issue of *The Apple Core*.” Seconded by Bob Ballenger. Henry Doden - two concerns: why a new squad car? Second concern - maintenance purchasing the John Deere mower. We have a Simplicity dealer one mile from the lake. Would like to see that considered. Shaun – not specifying a John Deere, just a zero turn. They will get bids. Henry Doden – we should also consider buying diesel machines. More expensive, but better. Motion carried.

**12.7 Publication of the 2021 Operating and Building Fee Schedules** – Henry Doden motioned “to authorize staff to publish the 2021 Operating Fee Schedule and the 2021 Building Fee Schedule in the September issue of *The Apple Core*.” Seconded by Bob Ballenger, motion carried.

Barb Hendren - One announcement – items 12.12 and 12.13 – Rich Krasula was scheduled to give that presentation today but is unable to attend. Removing from the agenda. Will be 1<sup>st</sup> reading next month.

**12.8 Rules & Regulations – Ice Fishing – 1<sup>st</sup> Reading** – Steve Tribbey motioned “to suspend Roberts Rule of Order.” Seconded by Henry Doden. Shaun Nordlie – These today are simple housekeeping items we are doing today. One minor housekeeping change for Ice Fishing.

Bob Ballenger left the meeting.

**12.9 Rules & Regulations – Tennis Court/Sports Complex – 1<sup>st</sup> Reading** – name change. Shaun Nordlie – we are keeping the reservation board on there.

**12.10 Rules & Regulations – New Home Construction – 1<sup>st</sup> Reading** – Shaun Nordlie – we knew this section would be eliminated once the Building Code was approved.

**12.11 ACL Building & Environmental Code Housekeeping – 1<sup>st</sup> Reading** – typographic housekeeping corrections.

**12.12 Amended & Restated Declaration of Covenants 7 Restrictions – 1<sup>st</sup> Reading** – removed from agenda.

**12.13 Amended & Restated Bylaws – 1<sup>st</sup> Reading** – removed from agenda.

**12.14 Open Discussion About COVID-19** – Shaun Nordlie – County is still at the raised level. No real news on COVID at this time.

**13.0 CAMP Update** – Shaun Nordlie – some local contractors may come back with bids. Compare bids at that point and discuss how we want to proceed.

Steve Tribbey motioned “to reinstate Roberts Rule of Order.” Seconded by Henry Doden.

Mike Harris motioned to adjourn at 12:24 p.m. Motion carried.

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Recording Secretary, Rhonda Perry

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President, Barb Hendren

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Corporate Secretary, Steve Tribbey

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Date