

White Birch Lakes
Board of Directors Meeting Minutes
September 9, 2017

I. Call to Order:

President Bridges called the meeting to order at 10:04 am.
Board Members present: President Bridges, Directors Witchell, Dombrowski, Holzer and Allen; also, Secretary/Treasurer McClusky and Supervisor Scott Lubs.
Board Members Attending by Teleconference: Director Pryde
Absent: Director Getz (arrived at 12:04 pm)
The Invocation was given by Director Holzer.
The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

No additions were added at this time.

III. Approval of Minutes:

*(1) Director Holzer moves to approve the August Meeting Minutes as presented, 2nd by Director Allen.
All Ayes, motion carried.*

IV. Income Statements-Treasurer Reports:

*(2) Director Witchell moves to approve the financial reports for August as presented, subject to the Auditor's approval, 2nd by Director Dombrowski.
All Ayes, motion carried.*

*(3) Director Witchell moves to approve the September Payables as presented, 2nd by Director Allen.
All Ayes, motion carried.*

V. President's Report:

President Bridges reported the following:

"In the Board of Directors Meeting today we will be addressing the letter of complaint received from a Member, as well as numerous complaints made to our Clubhouse Attendant over the holiday weekend. The complaint refers to the ingnoring of our ATV rules/policy, as well as respect for others. My suggestion will be to publish, in the Birch Bark, the policy for ATV's as well as the brochure that is more specific as to the rules that has been available to all Members at the Clubhouse. If complaints are made, the office needs to know who is breaking the rules and the lot number. A Member can always make a formal complaint to the Sheriff's Department."

"While we do not discourage Members from enjoying their ATV's, operators must be respectful of others. For all motor vehicles, the speed limit is 25 miles per hour in this subdivision. All stop signs are to be honored. ATV's can be loud and should not be operated after 10 pm. No person under the age of 16 may operate any 3 wheeled ATV, no child under the age of 10 may operate a 4 wheeled ATV. They MUST be under the visual supervision of a responsible adult and MUST have a valid ATV safety certificate. ATV's not owned by a lot owner in White Birch are prohibited access to all roads and trails within White Birch."

VI. Supervisor's Report:

Scott reported the following:

"Summer is almost over and it is time to plan for the fall. Hours for the swimming pool and Clubhouse are now back to the Winter hours which means we are no longer open past 4 pm on Mondays, Tuesdays, and Thursdays. Our school bus stop is back up and running. We have about 22 kids running around there so we want to ask you to PLEASE SLOW DOWN in that area of Squirrel and Wolf Lanes. For Members waiting at the bus stop, please turn off your headlights as it adds to the distraction for other drivers and Members with homes in that area. Please keep firmly in mind that Georgia Romine is VOLUNTEERING her hours to watch that bus stop for you and that IS NOT a paid position."

"With the mandatory camper removal date looming on the horizon (October 31st), please plan accordingly if you are still in need of a winter storage site. If you did not reserve your previous site from last year by August 1st, it may not be available. Winter storage in the Campground is \$75.00 and in the winter storage and sites without electricity is \$40.00. There is approximately 46 winter

storage spots available and 11 campground storage spots remaining. Please note that campers can be stored in Winter Storage at any time but in the Campground, you should try to get your camper in there after October 9th. Additionally, please understand that our Maintenance team needs to clean up leaves and other debris and move picnic tables.”

“Our Maintenance team continues to work hard on keeping our roads ready for the upcoming winter months. Please be aware of this as your trees start to drop their leaves that you do not push, pile or blow them into or across our roads. They will act as wing dams and cause water to run in directions that will cause damage to your fellow Member’s driveways. The Old Maintenance area has signs to direct you where to place your brush and leaves so PLEASE continue to use this area appropriately. As Members hire a tree service professional to clean up your trees, please remind those folks that only branches go in the burn pit. All chippings and larger materials will have to be disposed of by that company only.”

“As you begin or continue winterizing your campers for storage understand that our Campground Dump Station is functioning but PLEASE be mindful of using plenty of water to chase down your camper affluent as you empty them. Please do not discard wipes, paper towels or cotton based products so that we can insure that backups will be limited and that area will continue to be clean for the next Member to use. If you are using a honey pot, please utilize a hose and not directly dump onto the station as others do have to stand and or walk around in that area. Again, please understand that those water towers are extremely sensitive to the cold and we cannot afford to keep those open once freezing night temperatures are upon us. We apologize for this added inconvenience so please plan accordingly.”

“Our Association is blessed to have a caring staff of individuals that go beyond what is asked of them on a continuous basis and we would like to recognize Bob and Claudia for the jobs they do. Even though I have pleaded with Bob not to do it, they insist on power washing the restroom floors because they look dingy. It’s the construction of that floor and the repeated use that gives it that look. The both of them clean and clean it again. If any Member can find fault in how these restrooms are cleaned and or how they can be better maintained, they need to contact this Supervisor. Otherwise, these individuals along with the other WBLRA staff do a wonderful job keeping these facilities operating and we thank them for that service.”

VII. Committee Reports:

EPC Committee: Chairperson Marty Perkins reported that there were 2-contiguous lot status requests, 1-dog kennel, 1-Well/Septic/Electric and 2-tree removal requests approved for August. Marty also asked the Directors to look at the Horseback Riding Policy on the WBLRA website for revisions to comply with Lincoln Township Ordinances. He explained an issue with a lot on Evergreen in regards to that policy. Vicky will revise the policy per the Board of Directors and submit it for approval to replace the current policy on the website. Also, there was an issue with a possible sale by a Member where the purchaser backed out of the deal due to the fence policy because a person gave misinformation. Marty feels these types of issues should be directed to the EPC Committee for information so the correct information can be given. Dick Hassberger suggested that the current Camping Policy be revised to only state wording that was part of the final court order from the Circuit Court.

Activities: Director Holzer reported that the Labor Day picnic was wonderful and there was around 200 to 250 people there. Dawn also thanked the volunteers that organized the event to include: Sandy Getz, Dan Holzer, Glenda Wells, Donna Heiden and Angela Bendell. The band, Facechord, was awesome and there were probably over 100 people that attended that event as well. The weather was wonderful and about 15 minutes after the band stopped playing it started to rain. President Bridges mentioned that the amount for Special Events is over budget for this year but events were not scheduled for the past couple of years so money was not put into that line item for 2017-18. Now that Members are coming forward and planning events like Carolyn Neal, Sandy Getz, Dawn Holzer and others, next year’s budget will have more money for Special Events to cover costs.

Election Committee: Vicky reported for Pat Graham that a fall meeting is being planned for any items that need to be brought to the Board’s attention in the spring.

Campground Committee: Director Witchell reported that a 50/50 drawing was held at the Annual Meeting and the money was used to purchase a climbing device for the Campground play area. The Merry-Go-Round was fixed but the bearings need to be repaired so it is at the Maintenance Building until it can be worked on. Fred also mentioned Anne Hobart who just recently passed away was one of the Members who was very instrumental in locating and documenting the wild flowers in White Birch and it has been suggested that the walking path around the Campground be named and dedicated for her. Fred also mentioned that new signs will be up for the Campground and Winter Storage.

Safety: Bob Pelfery stated that Labor Day weekend there were kids driving around in their car that knocked down a mail box which they repaired. There are still a lot of people speeding and not stopping at the stop signs. There were a lot of complaints about ATV’s over the weekend in respecting quiet time for other Members. Also respecting quiet time in the Campground for other campers. President Bridges stated she had mentioned those items in her report and it will be discussed more during the meeting. Director Holzer added regarding ATVs which tear up the roads that new people or Members may not know when you have guests and they may be tearing up the roads, shooting fireworks, shooting guns to celebrate holidays, etc. that it is the Members responsibility for their behavior. Everyone wants to have a good time in visiting White Birch Lakes but be respectful of your neighbors. Just for tearing up the roads the following are approximate expenses; brine so far this year about \$28,000.00, gravel so far this year \$7,300.00, trash

collections so far this year for May-July about \$5,600.00. These figures are being mentioned so all are aware that we all pay our dues for these expenses and new Members need to be aware of this also.

VIII. Comments from the floor (Agenda Items): Available for viewing in the office.

IX. ManagerPlus Report:

Scott explained the Work Order from last month regarding repairs to the Belly Truck and the Board directed Scott to get it repaired and to stay in touch with the County Road Commission regarding trucks they may be auctioning. Scott also explained the Work Orders for possible Bathhouse repairs which includes new toilets, shower walls, and the need for new mop sinks for the Bathhouse and also the Clubhouse.

*(4) President Bridges moves to replace the mop sinks at the Campground and the Clubhouse Mechanical Room with the cost not to exceed \$1,000.00 per sink, 2nd by Director Allen.
All Ayes, motion carried.*

X. Unfinished Business:

President Bridges appointed the following Members to Committees:

EPC Committee: Christine Bailey

Finance Committee: Dawn Holzer, Chairperson; Frank Getz, Board Liaison; Fred Witchell; Carolyn Neal; Marty Perkins; Bob Fennimore; and John Pryde

Policy Updates: Carolyn Neal – Carolyn stated she will go to the individual Committees for policies that may affect each Committee for their input or the Board for other policies.

Campground Committee: Fred Witchell, Chairperson; Kevin Dombrowski, Board Liaison; Richard Allen, Frank Getz and Mike Morello.

C & R and Bylaw Committee: Dick Hassberger, Chairperson and John Pryde, Board Liaison. (This sheet will be put back on the bulletin board for additional Members to sign up.)

Auto Sticker Committee: Fred Witchell and Dawn Holzer will be Co-Chairpersons along with Kevin Dombrowski, Bob Pelfery, Jim Neal, Bob Fennimore and Supervisor Scott Lubs. Director Witchell stated there will be a meeting on Friday, Sept. 15th at 11 am.

Director Getz arrived at this time and was present for the remainder of the meeting.

In regards to the Agenda item of “Electrical Upgrade to Clubhouse Interior”, Scott explained the 2 sealed bids from Heckman Electric and Mr. Electric which were opened by President Bridges at the August meeting.

*(5) Director Holzer moves to approve the bid from Mr. Electric for the Electrical Upgrade to the Clubhouse Interior with the cost not to exceed \$3,700.00, 2nd by Director Dombrowski.
All Ayes, motion carried.*

XI. New Business:

*(6) Director Holzer moves to ratify the email vote to purchase a new chemical controller for the pool, 2nd by Director Witchell.
All Ayes, motion carried.*

*(7) Director Dombrowski moves to table the Agenda Item of “Playground Sand” until the March 2018 Board of Director Meeting, 2nd by Director Witchell.
Ayes – Directors Witchell, Dombrowski, Pryde, Getz, Allen and President Bridges.
Nays – Director Holzer.
Motion carried.*

The Agenda Item of “Trespassing Solutions” was discussed. The Board directed Scott and the EPC Committee to work on solutions to close off the illegal entrance/exit areas.

The Agenda Item of “Winter Protocol” for snow and ice removal was discussed at great length and it is the Board’s decision that Scott and Jeff will work out the details and the Board will stand behind their decision.

At this time, President Bridges added “Discussion on ATV Rules” under New Business.

The Agenda Item of "Water Well for Maintenance" was discussed and Scott was directed to get 3 bids for a well to be drilled and email the bids to the Board due to time sensitivity.

Vicky discussed the information that was provided to the Board regarding the current Electric Escrow Agreement and bank account. The Board directed Vicky to proceed with getting information from Isabella Bank (with President Bridges) on setting up a new/revised account that will remain specifically for Electric Escrow and for the agreement to be revised with our attorney's advice.

Scott discussed the possibility of having an Open Swim night on Wednesday, October 4th, from 4 pm to 7:30 pm. The Board approved for Scott to proceed and change his hours accordingly.

In regards to the addition of "Discussion on ATV Rules" President Bridges directed Director Witchell to review the ATV Rules and Regulations Brochure for any updates that need to be made in regards to State regulations. This discussion was due to correspondence from a Member that was emailed to the Board.

XII. Comments from the Floor (For the Good of the Order): Available for viewing in the office.

*(8) Director Holzer moves to adjourn the meeting at 1:40 pm, 2nd by Director Witchell.
All Ayes, motion carried.*

NOTE: Closed Session was cancelled due to no new information on a legal matter.

Submitted by,

Vicky McClusky, Secretary/Treasurer