

White Birch Lakes  
Board of Directors Meeting Minutes  
February 8, 2020

**I. Call to Order:**

President Bridges called the meeting to order at 10:57 am.

Board Members Present: Directors Holzer, Dombrowski, Hassberger, Allen and Simons; also President Bridges, Secretary/Treasurer McClusky and Supervisor Wheeler

Board Members Attending by Teleconference: Director Witchell

Board Members/Others Absent: None

The Invocation was given by Director Hassberger.

The Pledge of Allegiance was recited by all present.

**II. Additions/Deletions to the Agenda:**

New Business: President Bridges – Common Property Taxes and Survey of Common Properties

**III. Approval of Minutes:**

*(1) Director Allen moves to approve the December 2019 Meeting Minutes as presented, 2<sup>nd</sup> by Director Holzer.  
All Ayes, motion carried.*

**IV. Income Statements-Treasurer Reports:**

At this time, Vicky thanked the following Members for volunteering their time to help with getting the invoices ready for mailing: Marney Frank, Nancy Buchholz, Georgia Romine, Helen Dorcey, Willa Newsome Coombe and Dawn Holzer. Also, to Bambi for helping to fold all the inserts that go with the invoices and helping to separate the invoices by Member to keep the costs of postage down. There are 1,126 invoices this year.

*(2) Director Hassberger moves to approve the financial reports for December 2019 as presented, subject to the Auditor's approval, 2<sup>nd</sup> by Director Dombrowski.  
All Ayes, motion carried.*

*(3) Director Hassberger moves to approve the financial reports for January 2020 as presented, subject to the Auditor's approval, 2<sup>nd</sup> by Director Simons.  
All Ayes, motion carried.*

*(4) Director Allen moves to approve the February Payables as presented, 2<sup>nd</sup> by Director Witchell.  
All Ayes, motion carried.*

**V. President's Report: President Bridges reported the following:**

“There have been complaints, concerns and comments regarding the roads in White Birch. I would like to address them in my report. The following is not an excuse, but an explanation. In the late fall, we had days and days of at times heavy rain making the roads soft and muddy. You cannot scrape/grade the roads during these conditions. Then we had an early snow fall on Halloween without a frost on the top of the roads. Currently, we only have a shallow layer of frost making the potholes appear and originate. At that same time, we had one employee leave for Florida and one employee on medical leave. Bob Luster, a former employee who retired about 2 years ago, graciously returned to our employment, however, he has required some updating and training on the road grader. Bob had not operated the grader in the past and did not enjoy the 20 plus years of experience that Jeff had operating this machinery. Because we have had a mild winter so far, the permafrost is not deep, we have had more rain than snow, so the roads are what they are. The Maintenance crew has been out trying to fill the pot holes and pack them in but this is an ongoing task. Members can help by keeping your speed down and not hit those patches at a higher speed splashing out the gravel placed in the pot holes.”

“Let's give the crew credit for being out in the middle of the night (getting out of their warm beds) to come in and service the roads so people can get to work and school in the morning. Remember how Old State is when you leave White Birch. One should travel the dirt and gravel roads in the county and see how much better the roads are in White Birch in spite of the problems. We have our vendors, mailman, propane delivery, American Waste and other frequent visitors who say how nice the roads are in White Birch.”

“I would also like to inform Members that we have had several Members hacked by someone representing Apple, Inc. They are able to take over your computers and cause all sorts of problems. Please, if you don’t know who is calling, do not answer, and never give out personal information over the phone. If you think the caller is legitimate, ask them for a number to call them back so you can verify that this is an okay call. If they won’t give you a number or say they can’t take outside calls, HANGUP.”

**VI. Supervisor’s Report:** Supervisor Wheeler reported the following:

Jeff started by saying he hopes everyone had a good holiday.

Bambi and Jeff have done some research on UTV’s and small pickups. In the Board Member’s packets are some prices to compare the two. He said he just wanted to show the Board Members the difference in prices.

Holiday Lake is way up again. The beach is completely under water and the water is all the way up to the new boat rack.

Maintenance has taken care of six Maintenance requests and work orders like trees down, fixing road wash-outs, and taking some of the gravel out of ditches over on Mockingbird Circle. They have also been out the last couple of weeks trying to fix some of the bad spots in the roads. They are trying to do their best AND they are doing the best job as they can keep up with. Jeff stated they may have to take a good look at how they prepare for winters and see if there is a different road type material that we can use.

Jeff also told everyone about a phone call he received from someone stating that she had pulled up to the call box and discovered that someone had spit mucous and blood all over the area that people have to use to enter their code numbers. He went up there and found a horrible mess in which he had to clean up. **He is asking that person to PLEASE never do that again.** Not only is it very disgusting but also can be very dangerous to everyone’s health and wellbeing.

The end of Pine Run is starting to become a problem area again with Non-Members entering and exiting so they are watching that area more closely.

**VII. Committee Reports:**

**Activity Committee:** Chairperson Marney Frank reported there was a good turnout for the Chili/Soup Cook Off event. There were three different chilis, a bean soup, a split pea soup, a beef barley with mushroom soup, a green bean soup and a cauliflower soup. Also, hot dogs, chips and cake were supplied. All the food was very tasty. There were 25 Members voting for the winning dish and 5 others who came for the event but didn’t vote. Marney Frank won the \$25 Visa Gift Card with her chili dish. Phyllis Willoughby’s cauliflower soup came in second. Marney went on to say she was surprised when she tasted the cauliflower soup how delicious it was and that it tasted more like a cheesy potato soup. The white cake with whipped icing from Witbeck’s was a huge success. It was nice to have a variety of dishes to sample and people to enjoy them. Marney thanked everyone who brought a pot of chili or soup and everyone who came to taste and vote for their favorite along with those who helped put tables, chairs, etc. away and clean up. She stated that without everyone’s participation, these activities would not be a success. Next year Marney stated there will also be a separate prize for the winning soup.

The Valentine’s Bingo will be next Saturday, February 15th, from 2-4 pm in the Clubhouse. There will be pop and different kinds of popcorn in little sleeves that have hearts on them along with extra Valentine candy for prizes.

Marney thanked the Board for purchasing the extra tables and chairs for events along with the cooler.

**EPC Committee:** Director Hassberger reported that for the months of December and January there were – 2 Contiguous Lot Assessment Exemption applications that were approved. One was a Transfer of Ownership only and the other was to transfer the Contiguous Lot Exemption from one lot to another that the Member owns. There weren’t any requests for tree removal or any building purposes.

**Campground Committee:** Director Dombrowski reported he drove through the Campground area but not the Storage area and everything looked fine. Jeff stated that the Storage area is unlocked right now through the weekend because a Member is coming in to take a camper out that was sold. There is also a camper coming in over the weekend. He stated that a camper will be stored where the dumpsters usually are until it can be taken to the Member’s lot in the Spring.

**Safety Committee:** Director Hassberger stated that the Board Members were given an outline of the proposal that the Committee is working on for the Board Members to go over until the Committee can meet with the Board at a future meeting to discuss the proposal. President Bridges directed Vicky to mail the outline to Director Witchell.

No other Committee reports were available.

**VIII. Comments from the Floor (both Agenda Items and For the Good of the Order):** Available for viewing in the Office.

**IX. ManagerPlus Report:** Supervisor Wheeler reported the following:

Maintenance has the transmission ready to come out of the Old Dump Truck. They need a transmission jack to be able to do that. The Board directed Jeff to purchase a jack so they can get the job done.

The brakes need to be replaced on the Sterling Dump Truck by spring and Maintenance can do the work but they need a wheel dolly to get the dual wheels off. The Board directed Jeff to purchase a wheel dolly so they can get that job done also.

The pool needs to be repainted. Skip's Pool & Spa is where the paint is ordered from. Paint will cost \$1,608.98 and MLT Transport will deliver water to refill the pool at a price of \$1,400.00. Jeff stated he wants to start the repainting on February 17<sup>th</sup> so it is done and ready to go before Spring School Breaks to allow for ample drying time.

*(5) Director Dombrowski moves to approve up to \$3,200.00 for the repainting of the pool and water delivery with announcements to the Membership of the closing dates, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

Jeff finished by stating that the Grader had to have belts replaced which has been done and now that he has numbers, he can purchase them locally so the down time is less.

**X. Unfinished Business:**

The Agenda item of "Safety Committee Recommendations" has been tabled to the April meeting.

The Agenda item of "Winter Storage Agreements for Campground & Storage Areas" has been tabled to the March meeting for suggested revisions.

The Agenda item of "ATV/UTV vs. Used Truck Quotes for Maintenance" has been tabled to the April meeting for further discussion.

The Agenda item of "Annual Meeting Quorum" has been tabled to the March meeting for further information and discussion.

In regards to the Agenda item of "Campground Bath House Shower Wall Tile Bids", additional bids will be sought, and information and bids will be provided to the Board by email due to time restraints.

**XI. New Business:**

*(6) Director Holzer moves for the Spring Garage Sales to be held on Saturday, May 23rd, from 9 am to 3 pm, 2<sup>nd</sup> by Director Hassberger.  
All Ayes, motion carried.*

*(7) Director Hassberger moves to approve the Realtor Letter with the noted changes, 2<sup>nd</sup> by Director Holzer.  
All Ayes, motion carried.*

*(8) Director Simons moves to leave the selling price of the Entrance Gate Remotes at \$35.00, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

In regards to the Agenda item of "Amenity Rental Policy Revision", the policy has been forwarded to the Policy Revision Committee for suggested changes and brought back to the March meeting for approval.

The added Agenda Item of "Common Property Taxes and Survey of Common Properties" was for discussion only. The Board of Directors made the decision to forward the tax cards and information to the Association's Attorney for guidance.

**XII. Comments from the Floor (both Agenda Items and For the Good of the Order):** Available for viewing in the Office.

*(9) President Bridges moves to adjourn the meeting at 2:10 pm to go into Closed Session, 2<sup>nd</sup> by Director Holzer.  
All Ayes, motion carried.*

**XIII. Closed Session:**

At this time, Director Witchell left the meeting.

An employee matter regarding a 90-day review was discussed with no motions made.

*(10) Director Holzer moves to go back into Open Session at 2:43 pm, 2<sup>nd</sup> by Director Dombrowski.  
All Ayes, motion carried.*

*(11) Director Allen moves to adjourn the meeting at 2:45 pm, 2<sup>nd</sup> by Director Dombrowski.  
All Ayes, motion carried.*

Submitted by,

Vicky McClusky  
Secretary/Treasurer