

Sylvan Shores Property Owners Association

Board of Director's Meeting

June 29, 2019

Called to order: Ed Haberman, President called the Board Meeting to order at 9:00am

Roll Call: Ed Haberman, Bret Bussman, Larry Jones, Dave Demuth, Joanne Folkert, Arlene Grover and Shirley Pierce was absent.

First Order of Business: Our guest from the DNR, Keith Burtrum who answered concerns and questions regarding the weed control problems in our lakes. The grant we received from Todd County is not the permit to treat the lakes. Our lakes are classified as environmental lakes. This classification does not allow the use of Aquacide. Bret will continue working with the DNR on ways we can work to control the weed problem. Dave and Bret reassured members that the Board would not approve any action that was not safe for the lakes. The Board is waiting for the approval from DNR on the process going forth and what we are approved to do safely.

Review the Minutes Meeting: March 16, 2019 - Joanne Folkert made the motion to approve the Agenda, Larry Jones seconded the motion, and all were in favor.

Additions to/Approval of Agenda:

Treasure's Report:

<b>Revenues As – as of 6/28/2019</b>		
Assessments Collected	\$	138,767.55
Interest Income	\$	2,178.67
Springer Collections as of 3/15	\$	1,200.00
Camping Income	\$	<u>15,240.43</u>
<b>Total Income</b>	<b>\$</b>	<b>157,386.65</b>
<b>Capital Reserve Accounts: as of 5/31/2019</b>		
3 State Farm CD's - 60 Mo Matures 10/19 as of 6/1	\$	82,841.10
State Farm CD - 60 Mo - Matures 3/20	\$	27,321.98
4 State Farm CD's - 60 Mo - Matures 1/22	\$	<u>104,962.92</u>
<b>Total Capital Reserve Accounts</b>	<b>\$</b>	<b>215,126.00</b>
<b>Funds Available – as of 6/28/2019</b>		
Petty Cash	\$	100.00
Checking Account - Unity Bank	\$	22,210.36
(Land savings \$3,461.61 incl in checking)		
Operating Expense Savings Acct - Unity Bank	\$	<u>149,209.15</u>

Total Funds Available	\$	171,519.51
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Finance Report – Arlene Grover

One of the SSPOA Board missions is to do it's best to "Preserve" the assets of our Association. This Board has been faced with several huge issues this year. The big question was in all cases, "How do we best fix the problem to have long term results?" Back in December 2018, the Board did put some funds into the 2019 Budget to do repairs in various areas. However, when replacements occur, it is treated as a "Capital Expenditure." These items would be depreciated over their expected life on our tax return. The CPA moves those items to become another asset of the association and removes them from our Expenses for that year. "Capital Expenditures" are to be paid out of our available cash from prior year extra funds, not from current year budget. Our association is very fortunate to have funds available when the need arrives for replacements. We are grateful that past managers we able to run the association and have some extra funds at the end of several years, to now have this cushion. We already know that in the next couple years, the clubhouse will need to have the roof replaced which will be costly. First issue was the monitoring cameras at the clubhouse. The base unit lost it's ability to record activity in several areas. We learned the manufacturer had went out of business and the unit could not be fixed. So, replacement was the only option. In looking to replace, it was determined we needed to consider increasing the surveillance to the Clubhouse dock area, possibly Fawn Lake and Pine Island lake dock areas and the Campground. Secondly then enters CTC Broadband Telephone and Internet Service. New to this area, the Board asked them to bid what going to their service would cost us monthly and how they could help us improve our monitoring system. They were offering "free hookup" now, which would not be free next year. These 2 areas will be addressed later in our agenda. Third issue is the front entry deck, handicap ramp and east side upper deck. These areas were on the list to be repainted but when power washed it was discovered many deck boards were worn thin and posed a safety issue. Several areas of railing were also unsafe. The front cement steps cracked badly this winter and were crumbling. They have to be replaced. The board came to the conclusion the decks and ramp should be replaced rather than do a "band aid" type of fix. This will be further addressed later on the agenda. Fourth issue is the clubhouse fawn lake dock. The plan was to replace deck boards, this spring more issues were discovered and fix further, or replacement options were discussed. This deck has been hit and damaged by boats in the past. We will never be able to identify who because we had no camera on that dock and again this is addressed later on in the agenda.

## Architectural Report – Ed Haberman

We have approved 5 Building Permits this year so far.

Keith Syvtersen on Pequot Drive a garage.

Nathan Larson on Pine Island Lake an entrance gate.

Ken Salber on Ottawa Drive a garage.

Adam and Lisa Pool on Outing Court a new home.

Marvin Poegel on Orchard Drive a new home.

The Building Permit Application/ Requirements is still being discussed.

## Community Relations Report – Joanne Folkert

Our summer events started off with the Pancake Breakfast. We had 75 people attend, proceeds were \$186.00 with a cost of \$153.06. Following the breakfast, we had the Dedication of our new Flag and Honor stone. Thank you, Arlene Grover, for a wonderful program by inviting the Color Guard, 2 young men played tapes and we all sang God Bless America. Thank you to all who helped, it was a great day. Sundaes on Saturday was held on June 15<sup>th</sup>, 27 people enjoyed the sundaes on a cool day. Please plan on attending the Red, White and Blue Pancake Breakfast on July 6<sup>th</sup>. We need helpers, please talk to me following the meeting.

## By Laws & Covenants – Bret Bussman

We are discussing adding an appendix to the By-Laws. See below

## **Appendix A SSPOA Adopted Public Nuisance Ordinance**

### Section 9.02 Public Nuisance.

- A. It shall be a violation of this ordinance for any property owner or other person in control of a property, premises, or right-of-way to keep or maintain that property, premises or right-of-way in such a manner that any of the following conditions are found to exist:
  - (i) Abandoned, dismantled, wrecked, inoperable, unlicensed, and discarded objects, equipment or appliances such as, but not limited to vehicles, boats, water heaters, refrigerators, furniture which is not designed for outdoor use, household fixtures, machinery, equipment, cans or containers standing or stored on property or on sidewalks

or streets which can be viewed from a public street or walkway, alley or other public property which items are readily accessible from such places, or which are stored on private property in violation of any other law or ordinance.

(ii) Discarded putrescible, garbage, rubbish, refuse, or recyclable items which are determined by the Department to constitute a fire hazard or to be detrimental to human life, health or safety.

(iii) Oil, grease, paint, other petroleum products, hazardous materials, volatile chemicals, pesticides, herbicides, fungicides or waste (solid, liquid or gaseous) and/or their containers which is determined by the Department to constitute a fire or environmental hazard, or to be detrimental to human life, health or safety.

(iv) Salvage materials, including but not limited to auto parts, scrap metals, tires, other materials stored on premises in excess of seventy-two (72) hours and visible from a public street, walkway, alley or other public property.

(v) Any structure which detrimentally impacts the surrounding neighborhood because of dilapidation, deterioration or decay or is unsafe for the purpose for which it is being used or is not secured or is improperly secured.

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(vi) Any activity which causes water, soil, or any objectionable substance is carried on to any adjacent property.

(vii) Burning of any items in sections 9.02 (I – vi).

(viii) Nuisance Characteristics: No noise, odors, vibration, smoke, air pollution, liquid or solid wastes, heat, glare, dust, or other such adverse influences shall be permitted in any district that will in any way have an objectionable effect upon adjacent or nearby property. All wastes in all districts shall be disposed of in a manner that is not dangerous to public health and safety nor will damage public waste transmission or disposal facilities.

(ix) It shall be unlawful to create or maintain a junk yard or vehicle dismantling yard except as provided herein.

(x) The pollution of any public well or cistern, stream or lake, canal or body of water by sewage, industrial waste or other substances.

B. Abatement of public nuisances.

(i) The owner, occupant, lessee or tenant of any property within the County shall be

responsible for the maintenance of property and premises in a manner consistent with the provisions of this section. No person shall allow a building, mobile home/manufactured house, or other structure to be abandoned, deteriorate and become a safety hazard.

(ii) The Department may choose to abate any public nuisance through any of the abatement methods set forth in this ordinance, or in other local, state or federal law. Nothing contained in this section shall be construed as limiting, prejudicing or adversely affecting the Department's ability to concurrently or consecutively use any of those proceedings as the Department may deem are applicable. Proceeding under this section will not preclude the Department from proceeding under other sections of this ordinance.

(iii) Nothing in this section shall be construed as requiring the Department to enforce the prohibitions in this section against all or any properties that may violate the Ordinance. In the Department's prosecutorial discretion, and as the Department's resources permit, this ordinance may be enforced only as to a limited number of problem properties per year.

(iv) Nothing in this section or the absence of any similar provisions shall be construed to impose a duty upon the Department to enforce such other provisions of law.

Unfinished Business:

Campground Repairs:

Mark Faust Construction has completed the work at the campground bathhouse and fish cleaning house. Campers are enjoying the improvements. Joanne Folkert made the motion to finish repairing the roof of the Bathhouse for \$1,900. Dave seconded the motion, all in favor.

CTC:

The cost of service each month will be \$473. This includes Phone, Fax, Internet, and connections with our camera systems. Joanne made the motion to accept the CTC Service, Bret Bussman seconded the motion, all in favor.

Addition Poles from Todd Wadena Electric:

Arlene made the motion to accept the bid of \$1,200 from Todd Wadena which the security cameras will be mounted on. Larry seconded the motion, all in favor.

Non-Compliance Issues:

Discussion for helping owners clean up properties was well received. Suggestions were to rent dumpsters and have a cleanup day(s) or weekend. This would help elderly and others who need assistance. Dave and Joanne will organize this project to help owners accomplish the task of

cleaning up their properties and others to get rid of unwanted items.  
Dave made the motion, Joanne seconded the motion, all in favor.

#### Flag Pole:

This project is complete other than some landscaping that is still needed. Check the bulletin board at the clubhouse to see pictures of the dedication of the Flag Pole.

#### Walking Trails:

Bret reported the campground trail is under water. A new trail will be built between Little Pine and Pine Island which will be .2 miles. He is waiting for bids to come in.

#### New Business:

##### Deck Repair:

Dave made the motion to except the bid of \$12,450 from Brand Built Homes of St. Cloud to repair the front deck, handicap ramp and large deck of the clubhouse. Joanne seconded the motion, all in favor.

##### Clubhouse Dock:

Bret made the motion to except the bid of \$6,500 from Lake Country of Fergus Falls for a new dock to be placed on the Fawn Lake Beach, Larry seconded the motion, all in favor.

##### Crown Gas Contract:

Arlene made the motion to except their bid of \$3,761.50 for 2700 gallons at \$1.39, Dave seconded the motion, all in favor.

##### QuickBooks:

Bret made the motion that we update all our finances into QuickBooks in order to provide easier and quicker access to our finances. Dave seconded the motion. Discussion followed, and the motion was tabled until the next Board Workshop.

##### Open Forum:

New Owners were introduced and welcomed!

##### Questions asked:

What is Springer?

- It is the Collection Agency SSPOA use to work with non- compliant owners.

Discussion on ways Owners can be helped finding vendors for building and other needs such as Building Fairs, which has been used in the past.

- Encourage vendors to put their calling cards at the clubhouse.
- Use the website.

What is the feedback on garage issues?

The Covenants which were written in 1969 would have to be changed. It would take a 2/3's vote from the all the owners for that to happen.

The owner expressed the need to update to modern Covenants and By Laws.

Owners in attendance expressed gratitude to the Board for the way we work together to serve Sylvan Shores in accomplishing our tasks.

Dave made the comment that we all can be good stewards of what we have here at Sylvan Shores.

We, the Board appreciated the support from the attendees.

Joanne made the motion to adjourn the meeting, Ed seconded motion passed, all in favor.

Meeting adjourned at 11:00 am.

Respectfully Submitted by,

Joanne Folkert, Secretary

Kayla Benson, Office Admin.