**Pinnacle Lake Estates Monthly Board Meeting**

Board Meeting Minutes: For Saturday March 4, 2023

9:00 AM at Pinnacle Lake Pavilion

**Board Members:**

 *Present:* Dan Latham, Rachel Haney, Dan Collins, Tara Wallace, Barbara Baker, Bob Menzel, Steve Pogulis, Dan Ryan, Nikki Mohrmann

**Proceedings:**

Meeting called to order at 9:00 AM by President Dan Latham

**Boat Slip Lottery Drawing** -The Boat Slip Lottery Drawing was held in accordance with the rules posted in the January 2023 Pinnacle Lake Estate Association, Inc. Newsletter. Addendum attached to the end of these minutes detail the lot owner names drawn and those who did not win a slip.

**Open Forum**

Lot owner complaint concerning the length of time it is taking to complete the Board and Attorney part of preparing the By-laws and Covenants Revisions. Accused the Board of keeping secrets and trying to “shove the Board’s revisions down” the lot owners’ throats. (Steve Pogulis, working on last section, says he can get it finished in a week. Nikki Mohrmann will have a time frame and procedures on what we are doing to move forward with the Revisions.)

Lot owner question: How will people without access to internet be able to get a copy of the revisions. (Contact office – pick up a copy or have a copy mailed.)

Lot owner wanting to know if there is a Boat Slip Lottery document that gives the rules. (It is posted on the last page of the January Newsletter.)

Lot owner asking same question as last month: What are the two posts along the road to the main gate, are they on PLE property, etc. (There was an issue with the survey that had been done, Board is in contact with an attorney, it will take some research to determine exactly where the lot lines are. It’s a legal matter and we are making sure we are doing everything properly.)

Lot owner suggests that lot owners not drawn for a boat slip be given one next year before the drawing is held. Nikki Mohrmann responded the Board will have an answer at the next meeting.

Lot owner requesting a guest log-in area to be able to get on the internet.

Lot owner has question about roads, a culvert, a gully going through the road. Bob Menzel will handle.

Lot owner has complaint about road (lots of lot owner talking difficult to hear rest of complaint). Bob Menzel will look at that road.

Lot owner has question concerning name of her road – Google doesn’t lead anyone to her house. Board can’t help; this is lot owner responsibility.

Lot owner complaint of trees overgrown on Oak Drive by the North Gate. Nikki Mohrmann added this to the Spring Work Day list of jobs.

February 4, 2023, Board Meeting Minutes were emailed to Board members by Recording Secretary Barbara Baker – **Motion** to approve by Dan Ryan, seconded and approved by all.

**Reports:**

**Administration Report** – *Tara Wallace* – Last month we had 3 gate cards issued to new lot owners. One new (additional) card issued to lot owner. Two replacement cards issued for lost cards. 1 UTV registered, 5 boats and 4 motors registered.

Chery would like to request Monday, April 24th and Tuesday, April 25th off as she will be out of town. The office will only be opened on Thursday, April 27th that week. **Motion** by Dan Latham to approve those days off for Cheryl. Seconded and approved by all.

PLE got 1 GWD back that will go into our list of lots to be sold. We still have 2 more waiting at the title company.

We have 4 judgments out, but the lot owners have not agreed to pay their balance due or turn the property over to PLE to satisfy the judgment. Tara wants to explore the option of a Sheriff’s sale (forced sale) on the courthouse steps. Four more lots totaling over $14,000 were sent to the collection attorney. As York Title has been very busy lately, so Tara is looking to get bid from other Title Companies. She is prioritizing now according to balance due, a new list of past due lot owners 3 years and less past due. Nikki requests a total of all past due assessments; Tara can give only a ballpark figure. We are currently looking at title companies other than York.

**Treasurer Report**– *Dan Collins* – PLE’s Current Assets:

 Boat Dock Fund - $1,573.68

 Main Bank Account - $203,877.95

 Special Assessments - $23,888.91

 Wayne Beegle Fund - $4,028.53

 Total Assets - $233,369.07

Accountant is working on reorganizing our account books to help make the Treasurer’s Report easier to read and understand.

**Roads Report** – *Bob Menzel* – 2 complaints about muddy roads, $4400 in invoices for this month for grading, rock, & hauling. Bob created 2 work orders for 2 culvert pipes. We have a lot of cinders still piled and we have to find a place to put them. There is a lot PLE owns near the North Gate that could be used for this.

Bob got another bid (Gleason) for the campground. So far, all the bids are around $15,000-$20,000. 2 bidders so far say we need a ditch to get the water out of the swamp. Brush has to be moved first; we are trying to leave as many of the big trees as we can. Rachel said we first have to find out where the water in the swamp is coming from.

Dam inspection – Rachel will contact whoever inspected it last year.

**Security Report** – *Dan Ryan* – Most shifts are now filled. 4 roamer shifts still need to be filled. Suggestion – if there is a shortage, post a security guard at the boat docks and/or beach. Perhaps put a roamer at that post. Reduce roaming time, focus on beach/parking/boat docks.

**Architecture** – *Steve Pogulis* – 2 new architectural requests. One is pending sign-off, one was approved. Most new requests are for driveways or culverts, no new houses or structures the past couple of months. Following up on letters and complaints that have been filed.

**Technology and Security Tech Support Updates**– *Steve Pogulis* – North Gate has infrequent problem with holding open, no explanation as to why. The gate company has been notified. FYI: Starlink’s price has increased – watching to see if there is anything better/less expensive. The Trails gate camera is still a priority. Solving the issues about having a camera at that location has been worked on every month. Steve thinks he has found a solution to the problem and is working on testing it out and then will be able to move forward if the money is there.

**Special Projects** – *Nikki Mohrmann* – Port-a-potty – Rachel makes **Motion** to approve one Porta-Potty brought in two weeks early for the campground for the Easter recreation event. Seconded and approved by all.

The steps down to the beach from the picnic area are not salvageable. They will be replaced before Spring Work Day by Mr. Podgorny.

Grass bids – we have 2 bids so far. Posted in office, on Facebook and website.

Dry Hydrants – Steve is working on maps. We had 5 dry hydrants. One was removed, one does not work (by Cove Trail). We do not need to tie off or cover the one that is not working. To replace one is $500-$900, but we need to know what is broken. Looking to add 3 more (one at 3 Pipes, one at Pin Oak@ the boat ramp). $5000 per hydrant to get them certified (pressure and time when they are tested) for homeowners’ insurance for those living within 1000 feet of hydrant.

For Spring Work Day, Nikki is putting together a list of items that need attention. If any lot owners knows of something that needs to be fixed, let Nikki know. We need paint and stain for the trim for the office and the guard shacks, a new floor for the shed, and a place to store cinders. Getting a large dumpster for lot owners clean-ups is still dependent on having the budget for it.

Letter from Nikki to the Board read aloud by Nikki. Letter is attached as an addendum to end of these minutes.

**Committee Reports:**

*Lake Preservation Project/Committee* – Nikki Mohrmann – There has been no meeting of the committee members yet. Once we are ready to move the spoils on the campground, we would like to get the recommendation of the Department of Conservation on erosion control. Notice will be given so Board members can participate.

*By-Laws/Covenants Revision Update* – Lot owner reminding Board they agreed on a Q&A session to be held at least 30 days before a vote on the revisions of By-laws and Covenants. Board needs to discuss having the vote at an annual meeting as they are already so long. Nikki states we will discuss this schedule during Executive Session.

*Recreation Committee* – Dena Cross – Candy donations and money is requested. We need volunteers to make macaroni and potato salad, cupcakes and brownies, other desserts. We are planning on feeding around 200 people. Egg stuffing will be held in the office on Saturday March 18th at 10:00 AM.

Our next event will be the Poker Run, to be held Saturday May 27th, time TBA, Memorial Day Weekend.

Saturday June 10th is the Kids Fishing Derby. Dena is asking for volunteers for any of the events.

Dena is also requesting a key to the garage where her supplies are stored.

**Unfinished Business:**

1. Sale of PLE assets – Rachel – The lots we have now all seem to have some sort of issue. During Executive session Board members will go and take a look at lots that are problems. As soon as access and boundary issues can be sorted out, we will post them on the Facebook page and website.
2. Boat Docks – Rachel – We should have a date from Tiger Docks in the next week or two for the completion of the new boat slips. The 50% deposit has been paid.
3. Gate Card Policy – Recommendation: Deactivate access card as soon as a property is sold. This will force new lot owners to bring in their deeds. **Motion** by Steve Pogulis – upon verified sale of lot, previous owner’s (seller’s) cards are shut off. New buyers, if they can’t provide deed will be given 1 card upon proof of purchase (settlement statement) that, after 30 days, will be deactivated unless requested with a hardship statement.
4. Handling of Dredging Spoils – See Roads Report
5. Appreciation of volunteers – Nikki and Steve – Date to be set
6. Approval of Parking Permits – Create small parking area near pavilion for permit only parking (tabled to Executive Session)
7. Committees/Chain of Command – Dan Latham will create a chain of command chart
8. New Owner packet map – Steve
9. Communication/Transparency - Steve – we will create a Project Planning page that follows projects in progress or completed, and the FAQ page that answers questions and puts out the facts of things that come up and get rid of the misperceptions created on some social media.
10. Dan Latham and Steve Pogulis are working on getting a new/replacement sign for the Beach with a box for holding donated youth life vests. Our Conservation Agents should be able to check periodically that the life vests are in good condition.

**New Business:**

1. Gate Card Requests – O’Fallon Sewer (he is a property owner) which services some of the properties here at PLE, is requesting 2 gate cards for his trucks. Dan Latham requests a list of his customers out here. (Smith Septic is a vendor for PLE)
2. Issues/Complaints – 2 Complaint forms filled out for Roads about culvert pipes. Bob has already written up the work orders.

**Adjournment** - Dan Ryan makes **Motion** to adjourn at 12:07 PM.

***Executive session to follow at the PLE Office***