

Holiday Shores
Board of Directors Meeting Minutes

Date: June 14th, 2017

Attendance

Board Members

Present: Bob Lowrance, Jeanne Abert- Martin, Steven Yates, Shaun Diltz, Michael Hawks, Dave Decker, and Monte Thus.

Excused Absent- Jeanne Abert- Martin

Quorum Present: Yes

Others Present

Rob Frey, Brandy Skelton and Glenn Dalton from the Holishor Office.

Holishor Members Present: 9

Non-Members Present: 1 Curt Westerich (Heneghan and Associates)

Proceedings

Meeting called to order at 7:30 PM

Pledge of Allegiance Recited

Bob Lowrance – In the last Holiday Times as a president letter I ran a coloring contest, our winners of the coloring contest are here with us this evening. There are three categories and the winner of the 5 and under category is Madilyn Cameron. The winner of the 6-9 age groups is Reed Rusick, and the 10 year old is Alexis Brannon. All are present with a check for \$25.00; the checks that are presented to the winners are not of Holishor Association Funds.

Minutes of May 24th, 2017

Dave Decker- Motions to approve as amended. **Monte Thus-** Seconds.

All in Favor.

Action: Motion carried.

Transfers of Property

Bob Lowrance – 5 transfers of property of which 4 triggered initiation fees. Three were houses and two were lots.

Bills & Salaries

Bob Lowrance – Glenn, the annual maintenance for the elevator, is that typical? **Glenn Dalton** – Yes, it is.

Bob Lowrance – Our audit fee. **Glenn Dalton** – We have a contract with them for that amount. **Bob**

Lowrance – Is that annually? Have we ever went out for bids? **Glenn Dalton** - we have discussed it several times, but have never been given the spec to go out for bid. **Bob Lowrance** – The spec is to give us an audit.

Glenn Dalton – They would need to be familiar with Homeowners Association. **Glenn Dalton** – If the Board

wants to pursue bids we need to start that now. **Dave Decker** – This discussion comes up every two years, and I have no objection going out for bid. **Bob Lowrance** – We need to solicit three bids, and if anyone knows of an audit company please have them get in contact with Glenn. **Steve Yates** – Lets post it in the Holiday Times that we are going out for bid.

Monte Thus - Motions to approve as submitted. **Shaun Diltz** – Seconds.

All in Favor.

Action: Motion carried.

Profit Loss Budget

Information Only.

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Dave Decker – One of the things that were noted at the Finance Meeting was the Carry-Over amount is not on here yet along with the items that we had approved allocations for. Glenn is aware of that and the request has been made to have it on the next profit loss.

Manager's Report

Read by **Glenn Dalton**

Public Safety Report

Read By **Glenn Dalton**

During this period 74 incident were reported, citations written 69. Animal incidents we had 1, vehicle incidents we had 7, property 21, incidents involving persons 5, alarm responses 7, incidents on the lake 30 and other incidents 3.

Bob Lowrance – What has happened with incidents on the lake that we were at 3 last year and this year 30?

Glenn Dalton – Boat Decals, there are alot of people that come into register their boats and just fail to put on their new sticker, and of course we have to enforce those. **Shaun Diltz** – One of the property incidents on Woodland, looks like water coming out of a members crawlspace, possibly from a sump pump. It was forwarded to Rob for a possible Building Violation, i was curious as to what that would be? **Glenn Dalton** – If it was a sump pump it needs to be going to the front ditch.

Old Business

Credit Card Convenience Fee

Dave Decker – What you have in front of you is a proposal for a credit card policy with some rates and general guidelines how to process the cards. It is for 3% convenience fee with a \$2.25 handling fee. It would be considered to be an incentive to pay with cash or check because there are no fees associated with that. Those fees can be programmed into the machine. Just to note is the privacy information and the procedure is if taking an over the phone charge, it is to be done with the member on the phone. So that there are no cc numbers written and laying around in the office.

Dave Decker – Motions to approve the Holiday Shores Association Credit Card Policy, with the change to the bottom line to read, convenience fee will be \$2.25 + 3% of charge amount. **Monte Thus** – Seconds

All in Favor

Action: Motioned Carries

IT Committee

Dave Decker – On the bid from Ace Tech, do we have the capability to do the install? If we do will they be willing to do the per hour maintenance? **Rich Fennell 54**- Yes, We can do the install and there is no contract for the \$125/hr maintenance and there is a \$20 monthly monitoring fee. **Justin Patterson 1656** – I had a conversation with Ace Tech before the meeting and he is willing to trade the \$20 monthly monitoring fee for a Business Card size ad in the Holiday Times. **Dave Decker** – I think the only other question, are we oversizing the server? **Justin Patterson 1656** – I sized the server based on the amount of data that we have on the existing workstations downstairs with 10% growth to last us 5 years, which is the normal length of time that a server will last before you need to replace parts or the machine. **Dave Decker** – The IT Committee recommendation; Ace Tech hardware install and support, they are close to Bethalto and have used when you need it support model. The IT Committee can install but recommends going through Ace Tech since they are better suited to support infrastructure during install. The IT Committee will ride shotgun for the installation and help with the hand off to the staff and would like to hand off after normal business hours or a weekend. **Bob Lowrance** – Thank to the IT Committee for taking the time to do this. **Rich Fennell 54** – When we do install it, it would have to be the weekend or afterhours. If we are going to configure and install we need to make provisions for the install. **Glenn Dalton** – What is the install time? **Justin Patterson** – I would say about two days, a day to pre wire and then a day for install of server and firewall. **Dave Decker** – If it is two days, how

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long is the system down? **Justin Patterson 1656** - When we install the firewall the connection to the internet will be down about ten minutes. Most of the work will happen off site, I have stuff set up at home so that I can build things and in this case we will build it there, bring it into the office and basically plug it in. **Dave Decker** – Even though your recommendation is to have Ace Tech do the install, you are willing to do it? **Justin Patterson 1656** – Yes. **Bob Lowrance** – What would the cost be to have them install it? **Rich Fennell 54** – We don't have a firm quote for that, but based on 16 hours of labor they charge \$125.00 per hour. The cost would be about \$2000.00.

Dave Decker – Motions to go with Ace Tech in Bethalto for the purchasing of the equipment as specified in the request and with the IT Committee doing the installation, and that we trade one credit card size ad for free monitoring of the system until the Board decides otherwise.

Monte Thus - Seconds

Shaun Diltz – I want to clarify that the \$125 month to month is only when it is needed. That is billed in 15 minute increments. **Rich Fennell 54** – That is not even in the contract because it is not needed as a monthly.

All In Favor

Action: Motion Carries

Rich Fennell 54- Now that we are moving forward, we need to schedule a meeting with Glenn. We can discuss the wiring and the final plans for set up. **Gerry Theodore 1346** – Where did you decide to put the equipment? **Justin Patterson 1656** – In the Boiler Room.

2017 Road Plan

Curt Westerich (Heneghan and Associates) Provides the board with options on different ways to rebuild roads. Right now you are putting 6 inches of rock on the existing road and put two coats of chip and seal over the top of that. I wouldn't recommend that since you will see existing pot holes show up after a while since where water has sat in the past has a chance to sit there again, even under the chip and seal and rock. We are suggesting some variations. Rather than putting on 6 inches, we recommend 4 inches of rock, before you do that we would pulverize the road and crown it and then put the layer of rock on it. Then you would compact it and pulverize again. Then put the chip and seal over that. It's more long term solution. You will get more life out of this. We have a contractor that will core the existing pavement out here for free so we can give our best recommendation based on the thickness. Another option we have is instead of mixing the rock in with the pulverized road we can mix a cement mixture. So we have a cement stabilized base. We need enough structure in the existing road to recommend that methodology so that is another reason we need to wait for the cores. We're not going to recommend the cement mixture if there is very little road under the surface since we need 5-6 inches of existing road. **Rob Frey-** It varies, we did some cross road culverts and saw 6 inches in the middle of the road, and 1-2 inches on the edges. **Dave Decker-** Did you have another option? **Curt Westerich-** The other option is the putting on a couple inches of clean rock if there isn't enough pavement on the existing road. So if there isn't a lot of pavement we would add rock first, compact and combine and then add the cement mixture to that. You have more of a mixture of existing road, road, soil, and cement. I'm a big proponent for the cement stabilization. We need cores to provide prescriptions for mix designs from geo-technical firms and they aren't cheap. There is an upfront cost from \$5k to \$10k. The cost associated with the concrete mix can be up to 40% more expense per linear foot. **Dave Decker-** Does that mean we get 40% more life to the roads? **Curt Westerich-** Not necessarily. **Dave Decker-** We use the better methodology for a more travelled road like Tampico and maybe not use the best methodology for roads that aren't traveled as much. **Curt Westerich-** Traffic will come into play with our recommendation. We have this information right now for the two roads we're taking about, 325 cars a day for Su Twan, 150 for Tampico. **Bob Lowrance-** So do we want to make a decision tonight? **Curt Westerich-** I'll do a write up of the three methodologies and get the cores going. **Steve Yates-** Lets pick a few things out and get some of the roads going as far as some of the chip and seal and cross road culverts. **Dave Decker-** I think we can get a decision on that tonight.

Dave Decker Makes a motion to approve the proposed chip and seal roads that were on our map tonight that totaled 7301 linear feet and all the culverts proposed with the exception of the one on Monaco CT.

Shaun Diltz Seconds

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All in Favor

Action: Motion Carries

Dave Decker- Now what are we going to do with the road rebuild. I think we should do a dual path and have Julie come out to mark lines on Tampico and Su Twan. Get the cores for both of those areas too. Cement addition with addition material methodology would be the method that I would like to see. They are both rated as some of the worst roads, one is very highly traveled and one is highly traveled. **Bob Lowrance** – I would rather see Su Twan done since it is more trafficked, more people will benefit. *Board agrees.* **Dave Decker-** That brings us to Monte's comment on the overages. If we get prices back on both of these roads then we could potentially do both, but I agree Su Twan is a good option because of the traffic usage. We could see lots of Julie problems with one of the other, hence why we go after both right now and see what happens. We have to do something in regards of road rebuilding this year. We are pressed with time on this. **Steve Yates-** I think we should go after another road if possible since we have free coring and Julie already out here marking utilities. **Glenn Dalton-** We can give that road recommendation to Curt. **Shaun Diltz-** With these low rating on some of these roads, are they always going to be a rebuild if you have them symbolized in Red or Yellow. **Curt Westerich-** Yes. Do you want to wait two weeks on making a decision on the geo-technical requirements we will have? **Bob Lowrance-** Please ask him to put us on the schedule tentatively. **Curt Westerich-** Okay, I will find out the turnaround on that. **Dave Decker-** So before next meeting we as a board will be expecting. Julie will have done their work, cores will have been taken, we will have the results of the cores so we know the thicknesses, and cost estimates on the roads.

Registered Watercraft

Glenn Dalton – We currently have 969 watercraft registered within our community. Breakout by type: Hulled – 378, Pontoon – 358, PWC- 110, and Non-Motorized – 123. **Shaun Diltz** – Thank You Glenn for doing this work.

New Business

Golf Carts / 4 Wheelers

Bob Lowrance – I would like you to give us the current policy on side by sides, golf carts and four wheelers. **Glenn Dalton** – What is allowed in Holiday Shores? It must meet all requirements in Illinois as the Slow Moving Vehicles.

Open Floor

Shaun Diltz – Glenn, some of the buoys look like that have moved a bit on the way into fishing cove and the marina cove. Move those into their original positions. Also the buoy in the back of fishing cove is useless. I think it is doing more harm than good. You're already in a no wake cove. **Glenn Dalton** – For new boaters they get confused with that buoy and coming out of Spanish Cove they can fire it up. That is not the case the whole cove is no wake. The intent with that buoy was to remind them but I think that it should be removed.

Shaun Diltz – Motions to remove the buoy in the back of the fishing cove. **Michael Hawks** – Seconds

All in Favor

Action: Motion Carries

Dave Decker – Motions to move to executive session. **Monte Thus** – Seconds

All in Favor

Action: Motion Carries

Meeting adjourned at 10:19 p.m. to Executive Session.

Meeting minutes submitted by Steven Yates Jr.