

Holiday Shores  
Board of Directors Meeting Minutes

**Date:** July 26th, 2017

**Attendance**

Board Members

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

**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 Westrich with Heneghan and Associates.

**Proceedings**

Meeting called to order at 7:30 PM

Pledge of Allegiance Recited

**Minutes of July 12th, 2017**

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

**All in Favor.**

**Action:** Motion carried.

**Transfers of Property**

**Bob Lowrance** –3 transfers of property and 2 triggered initiation fees, all three were homes.

**Correspondence** – Jake Menendez 1378 Letter with photos.

*Read by Bob Lowrance*

Follow –Up letter was submitted concerning street parking rules and the street easement and would like a rule in place for this type of parking.

**Bob Lowrance** – Glenn you will get in contact with the neighbors about the parking? **Glenn Dalton** – Yes.

**Bob Lowrance** – the reply will be that you will talk to the owners about being courtesy neighbors. **Shaun Diltz**

– The only rule that we have for parking addresses Semi-Truck parking. **Phil Schlemer 957** – I am here representing my mother, she is having the same problems. I understand easements, and the roadway easements are basically for the utilities, not the property. They are not parking easements. Her whole lot is like a park, she has sprinkler systems and it took two days to have a car removed, with the same response from her neighbors. She just wants to keep her yard nice. She is a good neighbor and wants good neighbors. **Bob Lowrance** - Phil brings up a good point because, it is an actual right away or an easement or is it an easement spelled out just for utilities? **Glenn Dalton** – It depends on your interpretation of what our covenants say. It is a utility easement but we also have a road right of way and the problem that is being experienced is everyone feels that they have the capability to park anywhere they want because of our easement. It is our easement, not theirs. **Phil Schlemer** – The easement would be her property then, she owns the easement, so technically they are on her property. **Bob Lowrance** – If you are in a typical municipality they have a 50ft. right of way, and typically they have 24ft wide streets. So that means that 13ft on the side of the paved street is owned by the municipality. In those areas you can park on it because it is not that particular owner's property, although by law they still have to maintain it. With that being said, I am trying to figure out if we have right of way or just an easement. **Glenn Dalton** – That has been what is used in the past with the community and we have people objecting to that. As we discussed in the last meeting School Bus stops is another issue. In a lot of cases we don't know where the property line ends. Our easement, yes it would probably go into the owner's property as far as our road easement, but as far as where the property line ends, we don't know. **Dave Decker** – Bob, the point you are trying to make is, there is a road right of way and typically it is wider than the paved road. I just

Holiday Shores  
Board of Directors Meeting Minutes

want to make sure that I understand. Bob's question to you is the road right of way and in addition to that, there is an easement. Typically in front of most property, the first part of the yard is actually the road right of way. Correct? **Glenn Dalton** – Yes, I agree with that. **Dave Decker** – In addition to that, then there is the easement, Correct? **Glenn Dalton** – The utility easement, yes. **Bob Lowrance** – So basically, it works the same as the municipalities, although it is not public road right away, it is private owned road right away, owned by the association. At this point in time, unless we make a change there is not a lot that we can do about it. **Shaun Diltz** – What the gentleman brought up, is that not trespassing? **Bob Lowrance** – Yes, if they were actually on the yard, they would be.  
Conversation Ensues...

**Old Business**

**Heneghan Work Order**

**Glenn Dalton** – Curt is in attendance this evening, they have conducted the core samples and they in Milwaukee waiting to determine the type of mix we will have to have. Curt is requesting that his work order be signed so that we can go forward. There are some changes that he would like to discuss with the board, and we would want to move forward because of the timeline that we are currently faced with. **Curt Westrich** – I would like to give you an update, since we met June 28<sup>th</sup>, we started working on the plans to bid out the project. It was decided Tampico and Sextant. There were some items that came up that were not realized during the planning stage. NPDS permit, it was decided that it should be done as part of the project, and there were some trees that were going to be removed to do the ditching. There are mailboxes that will need to be removed and replaced. We had also given oil and chip prices based on budget that was \$2.90 per linear foot and we got prices from contractors it was more in the range of 3x - 4x that cost and the reason being is that it was bid out for the entire community for miles of road and here it is for one short road. There are driveway costs, for removal and replacement and erosion control. I had sent the Work Order and we had worked on it out of good faith, at the last meeting we had found out that it had not been approved we had to stop working on the project. At this point, it will be tough to get bids, this late and it could be a time restraint. You want to do oil and chip in July and August; right now it would be August and September. If you were to go out for bid we could be looking at September or October. **Glenn Dalton** – We have Chip and Seal bids on the agenda for this evening, unfortunately we have only received one bid. We are going to hold the one we have and solicit more bids. The reason I am bringing that up, we would incorporate the chip and seal into his bid. **Curt Westrich** – Passes out the estimates for two different options, one with the oil and chip and one without. We feel that Glenn could get a better price on the oil and chip. For Tampico, the rough cost is \$85,788 and the Sextant cost was \$56,000. The engineering cost for designing and specs would be an additional \$18,000, the cost went up due to the NPDS permitting and there was some reduction for drawing preparation minus Captains. Without the oil and chip, you will need to coordinate those projects and they would need completed within a few days. Glenn would want us to assist with the bidding process, if you do need assistance that cost could be at about \$8000. **Glenn Dalton** – When we take this to the members, I do not have a clue as to what would be required on the remediation. I have a lot of resurfacing experience, none with remediation that is why I am asking for the assistance. **Bob Lowrance** – What then would the assistance be? **Curt Westrich** – We would put together the contract and documents, typically you would have a contract and we would develop that and it would have line items for various costs that would be included. We would work with the contractor during the bidding portion and answer any questions, if they would need information or making amendments, which would all be involved with that. We would meet with you, review the bids and check on all the qualifications of the contractors, also there are three or four contractors we would contact them as well to bid on the project. **Bob Lowrance** – Would you do that at an hourly rate and if so what would that rate be? **Curt Westrich** – We have different rates, pending who is involved with that. It could be \$110 an hour to \$140 an hour and it would be on a time material basis. Summarized cost with the oil and chip and engineering costs would be \$177,711 and without oil and chip it would be \$151,792. How would you want us to proceed? **Bob Lowrance** – When do we anticipate having the specs for bid? **Curt Westrich** – 1-2 weeks, if we are given approval of the work order. **Bob Lowrance** – We could solicit the bids and get them back in a week or two. I would like to get the bids and I would like to get the specs back and solicit those contractors, tell them we would like to get them back before

Holiday Shores  
Board of Directors Meeting Minutes

the Board meeting. We could have you back and ask any questions that we may have. **Curt Westrich** – I do not yet know how long it will take for the mix design, I don't think that they can get that back in a week time. **Bob Lowrance** – I would like to ask them that specifically, when the mix will be back. **Dave Decker** – I am struggling with the 28% increase from last time. **Curt Westrich** – I apologize, when I came in June we talked about the permit. We have not gotten a contract at all and tried not to get too far into it. As we got into doing the specs, these things came up and I realize it is a big difference in cost, but I wanted to bring it up. **Dave Decker** – I appreciate you bringing it up at this point, but a 28% increase, when our carryover is approximately \$60,000. **Dave Decker** – We need to make a decision on the work order. **Curt Westrich** – We have stopped all work until the work order is signed. **Dave Decker** – You have an estimated of \$18,000 engineering work with the mix samples, if we proceed with the design, samples of mix, is there a reason that couldn't be utilized next year? Where I am headed with this is, I have no interest in a design/build at this point. You have continued to state that we are pushing our days and based on our performance to this point and what we have had delivered to this point, we will not have this ready to go by the end of August. I don't see any way for that to happen. **Curt Westrich** – Oil and Chip needs to be done when it is warm, and depending on the September weather you may have warm weather then too. If it gets late into September that may not be able to happen. I am very concerned that the reality of getting it done this year. **Dave Decker** – I am for getting this done, to me it sounds like we have the opportunity to lay the entire ground work to do this early next year. I say that we go forward like we are going to complete it this year, but I do not have the confidence that we will.

Conversation Ensues...

**Dave Decker** – Motions to approve the Work Order to perform the work for the design, specs, bid requirement and permits. **Shaun Diltz** – Seconds

**Dave Decker** – We do not want to submit for any permits this year if we are not going to do it this year, we are not going to pay the guy to come out if we are not going to do anything. This \$18,000 estimate, I expect to be a high estimate for the work order this year. **Curt Westrich** – Yes, for the amount this year because we would have some observation and would not do that work until next year. What you would get done this year is what you would be invoiced for.

**All in Favor**

**Action:** Motion Carried

**Dave Decker** – We need to push as hard as we can to get this done this year.

### Chip and Seal Bids

#### Noise Marina Cove

Letter prepared by Glenn Dalton, Read by: Bob Lowrance

We have had two members complaint this year concerning bands/karaoke being too loud at the Marina. In the package provided on the Marina you can see our past and current actions with regard to the issue. The one element you have not been briefed on is how we enforce this issue. We have no written rule, it is a Dalton rule and past Boards have accepted it and had no issue with it. We use 75 decibels, the same as indicated in our boating rules, and the reading is taken from the property line of the complaining party. This does consider the amplification of noise over water. If the reading is over 75 decibels we have the offender turn it down to be under our specification. You can also see we are 30 minutes later than the Madison County Noise Instruments at 10:30pm. **Bob Lowrance** – I have also received complaints. You have talked to the Marina? **Glenn Dalton** – I have sent them a letter, I requested that they cease at 10:30pm, limit Karaoke/Bands to weekends and holidays and the limit is 75 decibels. **Bob Lowrance** – The people who have also complained to me have also done so prior to this past weekend and again this weekend. **Glenn Dalton** – You can see that from the date of the letter that I had sent out. We try to be good neighbors. **Shaun Diltz** – Did they respond? **Glenn Dalton** – The marina has not responded to the letter. **Bob Lowrance** – Instead of sending letters maybe pay a visit to the Marina for a discussion, we want to be good neighbors and I am sure they want to be as well.

Holiday Shores  
Board of Directors Meeting Minutes

**New Business**

**Social Committee**

**Greg Horta 1253** – When approached about the Social Committee it was to finish out the year. I have someone that is under the radar to help out with these events. **Bob Lowrance** – I know that some of the members on the committee do not have any problem and would be happy to work with you. With respect to the committee, I do not know that we need to approve anyone I think that you would need to go to the committee. **Greg Horta** – I am under the impression that all the current officers have resigned. **Bob Lowrance** – There is one officer that is still officially on the committee, although she is not going to be for long. There are two other potential committee members. **Greg Horta** – As far as the officers, there is no President, Vice or Secretary. **Bob Lowrance** – Correct. **Greg Horta** – My understanding is to finish out the year with the major events, get a committee together and I would rather have the approval from the Board. I would like to put out a notice tomorrow and get a committee together, there are a lot of things going on and I would like to see these events to take place. **Jeanne Abert-Martin** – I am completely fine with this. **Dave Decker** – Bob you stated that there are four people still committee members? **Bob Lowrance** – My understanding, Correct. **Greg Horta** – If the Board does not elect me, I would rather have them assign someone for that position. **Bob Lowrance** – I do know that the four remaining committee members do not wish to become officers. **Dave Decker** - Historically the committee members have elected the Social Committee position, they present it to the Board. There are two signatures required for checks. There will have to be some quick movement to make sure you will have other officers in place to cover check signing. **Greg Horta** – I have been President of the Social Committee before and I am aware of the committee guidelines. In a situation like this, where three of the officers have resigned, I will say this in a non-disrespectful way, the Board needs to step up and appoint the members. **Dave Decker** – Motions Greg Horta as the Chairman of the Social Committee. **Jeanne Abert-Martin** – Seconds.

**All in Favor**

**Action:** Motion Carried

**Postive Pay**

**Shaun Diltz** – The Bank of Edwardsville does not require two signatures and our rules indicate that they do require two signatures for checks. Positive Pay is an added security. We would cut the check and then we would contact the bank to let them know that the check was issued before they would accept it. This is to make sure we are FDIC compliant. **Dave Decker** – At the Finance Committee meeting, we proposed that we still require the two check signers as required by our by-laws, in addition to that we adopt the Positive Pay methodology and require two signatures on that Positive Pay statement prior to being sent to bank. We are taking it a step further. **Bob Lowrance** – First National does check to see that we have two signatures.

**Shaun Diltz** – Motions to adopt Positive Pay agreement in regards to the Bank of Edwardsville, which still requires two signatures and will require two signatures on the Positive Pay statement before sent to the bank.

**Monte Thus** - Seconds

**All in Favor**

**Action:** Motion Carries

**Boat Decals**

**Shaun Diltz** – Being able to determine what it PWC, Boat and Non-Motorized with different stickers. The original idea was to determine that by different color stickers, but we decided to do three different shapes, one for each category. The price will jump about \$100.00 for the different sticker shapes. **Glenn Dalton** – The staff thinks this is a great idea. **Jeanne Abert-Martin** – I think that the different shapes would make it easier for Angie to keep a count of the watercraft and Security. **Dave Decker** – would the segregation would be boat, non-motorized and pwc? **Shaun Diltz** – Yes

**Dave Decker** – Motions to use three sticker shapes starting year 2018, one designated for motorized boat, one for non-motorized and one for pwc. **Shaun Diltz** – Seconds

Holiday Shores  
Board of Directors Meeting Minutes

**All in Favor**

**Action:** Motion Carries

**Shaun Diltz** – I would like to thank Angie for getting this information together so quickly.

**Open Floor**

**Greg Horta 1253** – We met with Renewal by Anderson and met with them last week, they are branching out and have a representative that is working in the area. It is another company that is looking at being at our events and sponsoring events. They would like to provide a photo booth and hand out information about their business. I wanted to make you aware of it. **Dave Decker** – I do not have any issues with it, you have already given them the guidelines. I would ask that if they would like to do business with the residents, that we do have advertisement for sale in the Holiday Times. **Greg Horta** – They did meet with Brandy and have the information for that.

**Rich Fennell 54** – Update on the IT, the equipment has all been received and it is at Justin's house for the configuring and the firewall. We will not be able to install the server this weekend, but we are going to try for next week, during the week while the office is open.

**Phil Schlemer 957** – Spoke about the speeding and running of stop signs with in the community in regards to another member. This has been a problem for two years. I have talked with neighbors and there have been problems in other areas as well. Security cannot pull people over and I would like if the board would look into that. I will help with anything that I can, Task Force Committee... Stop signs keep honest people honest.

**Bob Lowrance** – I would like to note that Pointfest went very well this year. The owners of that property do a fantastic job of organizing and there were no issues.

**Dave Decker** – Motions to move to executive session. **Jeanne Abert- Martin** – Seconds

**All in Favor**

**Action:** Motion Carries

**Meeting adjourned at 8:50 p.m. to Executive Session.**

**Meeting minutes submitted by Steven Yates Jr.**