

Holiday Shores
Board of Directors Meeting Minutes

Date: Sept 27th, 2017

Attendance

Board Members

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

Absent: Steve Yates Jr.

Quorum Present: Yes

Others Present

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

Holishor Members Present: 5

Proceedings

Meeting called to order at 7:30 PM

Pledge of Allegiance Recited

Minutes of September 13th, 2017

Monte Thus -Motions to approve the minutes as amended. **Jeanne Abert-Martin** - Seconds

All in Favor

Action: Motion Carries

Transfers of Property

There were 2 transfers of property and both triggered initiation fees.

Old Business

Sustainability Grant

Glenn Dalton – We should have an indication of approval by the County Board in the first part of October.

Roads

Glenn Dalton – I wrote a letter to Curt and basically he cannot provide the data that we had scheduled for this evening because of problems that he has ran into with his vendor. I gave him until the end of October as a deadline to provide it to the Board of Directors.

Marina

Bob Lowrance – The Marina has been discussed and there is no new discussion at this time.

Port Lane

Glenn Dalton – The areas where we experienced erosion previously identified have been appropriately harden, unless additional problems are identified in this area, Phase 1 is now complete. As soon as Phase 2 is identified for completion in our 10 year road plan the residents will be appraised, due to the landscaping that will be impacted when we reclaim our road.

Public Safety Standard Operating Guidelines

Bob Lowrance – Public Safety had a meeting and Darren Onwiler is no longer going to be the chairman. We will be looking for somebody new. What kind of changes did you make to the handbook? **Glenn Dalton** - On page 10 of the handbook, we address animal control, burning, emergency calls (including medical, water rescue and fire), house watch, ID checks, towing of watercraft and unlicensed vehicles. Basically this is a guideline for how we expect our officers to handle a situation. **Bob Lowrance** – With respect to House Watch,

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what exactly is done? Glenn Dalton - reads page 12 of the Public Safety Hand Book. “*Initial Request Members may submit requests for a Public Safety Officer to check their residences, lots, etc. while they are out of town. These checks are to be conducted at least once per shift. There is a form that must be filled out for each of these requests and it can be found in a file titled House Watch Forms, in the lower right drawer of the PS desk. Included in this form are entry points for dates, times, house conditions, emergency contacts, etc. for each request, as well as an option for doing a walk-around of the residence. After filling out this form, submit it to the PS Lead for inclusion in the daily activity log. *Log of Information The address, contact information, and pertinent details for each check can be found on the Daily Activity Log. There is a section titled “Activity” to the right-hand side of this section. If you note activity that deviates from what is included on the form submitted by the member, notify the point of contact for the request, fill out a PS incident report, and record a brief summation in this section of your daily log. *Checking the Residence the actual checking of the residence can be performed as visual pass-byes or walk-arounds if requested. Walk-arounds are an option to the member and may or may not be requested. If you perform a walk around, be sure to closely evaluate ground/surface conditions prior exiting the vehicle. If weather conditions have left the area covered in ice, snow, mud, etc. do not perform the walk-around. If the property has steep hills, ditches, etc., that must be accessed to complete the walk-around do not complete it. Safety of our officers is more important than the member’s property. If a walk-around can be conducted safely, be sure to check all sides of the residence, making sure all accessible doors/windows are secure. Pay attention for persons, vehicles, or property conditions that deviate from what has been submitted by the member. As you check these properties, you will become familiar with their layouts and this will aid you in noticing items that are out of place. If you note such items, report them to the point of contact and document them in your log/incident report. In the event of an open door, broken window, or any other sign of a possible unauthorized entry into a residence, make contact with the emergency contact listed on the request form and advise them of the situation. If they instruct you do so, or cannot be reached for any reason, notify the Sheriff’s Department, and do not approach/enter the residence. Back off and observe from a distance. Again, officer safety takes precedence over a member’s property.” **Dave Decker** – Glenn, is this new handbook or is this something that has just been created? **Glenn Dalton** – I instituted this several years ago and we are currently instituting our SOG’s.

West Nile Virus

Glenn Dalton – Today I conducted a follow up call with Madison County Public Health on the Unconfirmed West Nile Virus Case within our community. They indicated that they have a probable case; however it is still not confirmed. Where it may have been contracted will be impossible to determine, if it is confirmed. Our mosquito netting was accomplished and with a low number of trapped mosquitos and no positives. **Bob Lowrance** – The key there is that it is an unconfirmed case and there were no positives found.

New Business

BOD Public Safety Chair

Bob Lowrance – As stated earlier Chairman of Public Safety Committee, Darren Onwiler has turned in his resignation. We will be looking for someone to fill that spot.

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End of Year Budget Projections

Shaun Diltz – There are no changes since the last meeting. Since our last Finance Committee meeting, I did meet with Glenn and Ray Garber and we went over half of the Budget in reconciliations and projections for this year and next year. I will have that for the next Finance Committee meeting.

Dave Decker– Motions to adjourn to executive sessions.

Michael Hawks –Seconds.

All in Favor.

Action: Motion Carries.

Meeting adjourned at 7:51 p.m.