

Holiday Shores
Board of Directors Meeting Minutes

Date: December 14, 2022

Board of Director Attendance: Present: John Crotty, Shaun Diltz, Jerry Allen, Ty Van Ryswyk & Trisha Yates

Excused: Tony Harris & Sarah Jacoby

Others Present: Rob Clarkson, Karla Suttles & Scott Hodges from the Holishor Office

Holishor Members Present: 4

Proceedings Meeting called to order at 7:30 pm

Pledge of Allegiance recited

Meeting Minutes – Minutes of November 9, 2022

Jerry Allen Motions to approve the minutes as amended.

Shaun Diltz Seconds

All in favor

Motion carries

Transfers of Property We had 7 transfers of property, all triggered initiation fees

Bills & Salaries

Jerry Allen motions to approve Bills & Salaries as presented

Shaun Diltz seconds

All in Favor

Motion Carries

Profit & Loss

Submitted for review.

Manager's Report Read by Rob Clarkson

Code Enforcement Report Ready by Scott Hodges

Old Business

Safety Committee Update

Jennifer Halverson (1829) – Safety Committee The committee is now meeting on a monthly basis. Our January meeting will be on the 23. Our priorities remain as follows: Social Media page, Neighborhood Watch, Marina Gate, Appropriate signage for Private Property, Neighborhood Watch & vehicles, Boater Safety, Security cameras, Non-highway & low speed vehicles. *Social Media Page:* We currently have 352 members. This is up by 50 over the month of November. We did see a spike after the chlorine leak incident. Jim will take the lead on the page while I am recovering from surgery. We plan to take a poll for LPR / Situational cameras to determine membership desire. Right of way and suggestions to reduce speed will be upcoming posts. Once we flush out the non-highway & low-speed vehicles, posts will be made on that topic. Start ramping up lake safety content. *Emergency Response Plan:* As a result of the Chlorine leak emergency in Nov, the Safety Committee has notified Madison County that we have a Neighborhood Watch in place. We will also be reaching out to the Sanitary district to inform them of the Neighborhood Watch and the Safety Committee Facebook page. We will encourage the Sanitary district to share boil water orders with us and to create a FB page or update their website. Dawn will be reaching out to Jim O'Brien at the HSF to inform him of the Neighborhood Watch and the Safety Committee Facebook page, and to understand their emergency procedures. We also reviewed how we will respond to an emergency situation going forward. Upon receipt of the information, we will generate a FB post that we have been made aware and are working to confirm details. The post will be shared with the NW Captains. Once we have confirmation and additional details, the FB post and NW Captains will be updated. The one question that we have is if the board had any emergency procedures that they would put into place should any other emergency occur.

Shaun Diltz Update website & facebook and if it's real bad update the marquees. *Neighborhood watch Update:* 21 captains signed up, recommend that we get a volunteers for Shore, West View / Clover areas. 30 NW signs recommended at 15 gates + another 15 locations. Beth will schedule a captains meeting after the holiday. Appropriate signage update from the board: **Ty Van Ryswyk** Through the audit, I did an email to the board recommending we do these, because other than labor, they didn't cost anything, there wasn't anything to purchase. Moving them out from in front of a speed limit sign or what have you. So I have six or seven of the bullet points off of that audit. **Jerry Allen** I reviewed it. I agree with you Ty, that that'd be the quickest. **Ty Van Ryswyk** It was something that we wouldn't have to vote on. It didn't take any money. It didn't take it didn't take a vote. So that's why I put it in place. I think Rob responded in the fact that if we get it to him he would put it in there to do for maintenance. We'll just give that to Rob after the meeting. **Jennifer Halverson (1829) – Safety Committee** For the purchasing 30 new signs at \$35ea I think when you buy them in bulk. So if that's something that we don't have the funds for, at some point, I expect that we'll be doing a fundraiser so just let us know if we need to incorporate that in or if that's something that the budget can cover. **John Crotty** Can you send us the exact cost so we can look at it with Tony. **Jennifer Halverson (1829) – Safety Committee** Tony did take an action to write up a response in regard to the ADT & Ring sign citations, I did not receive anything. **Shaun Diltz** There is going to have to be a vote by the membership to allow the board to be able to make a rule for a sign. **John Crotty** Citations for the ADT & Ring signs are not going out right now. **Jennifer Halverson (1829) – Safety Committee** I did a review of the stop sign documentation that Stephanie provided and agree that the best route is to hire an engineer. She and I exchanged some ideas on other ways to slow drivers down. We checked with Madison County, and they do not have speed radars that we can use. So, I will utilize the social media page to remind members of the right of way, try children at play signs, and to ask their neighbors to slow down. **Shaun Diltz** We do have an engineer tonight for discussion on that. I think \$4,000 is pretty reasonable. I would assume just instinctively people slow down when they see that and it's something we can move around the

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community. **Jennifer Halverson (1829) – Safety Committee** I'll put it as something to consider when we raise the funds and if we do a fundraiser and we raise an x amount we'll have to prioritize. *Boater Safety:* During the month of November, the office connected us with the Coast Guard Auxiliary that has resericed the ballroom for the first weekend in March to host boat safety training. This is a one-time event, but we can send trainees to this event so that we can offer more sessions. Jim has 3-4 volunteers so far. *Security cameras:* Joe is our lead for cameras and has confirmed that Madison County will take ownership of LPR cameras that we put up. Our ask of the board is if the camera expert Jeff Kochan from Utilitra to come to the January 25 board meeting to provide you with information about the LPRs versus situational cameras. **John Crotty** That'd be fine. **Jennifer Halverson (1829) – Safety Committee** *Non-highway & low speed vehicles:* Dawn reviewed the current IL law and the language in the HOA rules. Since the rule was put in place, IL law has been updated as well as the language used. Previous language was SMV and today, the language is Non-highway and low speed vehicles which are 2 distinct classes and have slightly different requirements. Non-highway – must have brakes, a steering apparatus, tires, a rearview mirror, red reflectorized warning devices in the front and rear, a slow-moving emblem on the rear, a headlight, a tail lamp, brake lights, and turn signals. (1) an all-terrain vehicle (2) a golf cart (3) an off-highway motorcycle (4) a recreational off-highway vehicle (in some cases this could be a side by side). Low-speed vehicle – additional requirements are a parking brake, windshield vehicle identification number, seat belts, an exterior rearview mirror mounted on the driver's side of the vehicle. LSV must also be titled and registered. There is a kit that can be purchased to bring golf carts up to standard and we have identified a resident that can install them. One other key call-out about the updated law pertains to appropriate signage in place indicating that non-highway vehicles are allowed. Our recommendation to the board is the following: 1) Based on the research, we recommend that the association lawyer review the current rule for appropriate language update and review the rule on an annual basis given the frequency of the changes to this law. The association lawyer should also determine if signs should be erected that indicate these types of vehicles are allowed on the private roads. The lawyer should advise on appropriate placement of the signs as the law doesn't specify. 2) Given the specific requirements for each type of vehicle and that some may not be in compliance, we recommend that all members sign a specific form that confirms their compliance with IL law. This form will itemize each requirement. This should help limit the liability to the association and board. The association lawyer should advise on this as well. Dawn will draft a document that can be used. 3) IL law requires that the HOA document a rule that allows the use of these vehicles, which means that we have to enforce the rule. In an effort to reduce the risk to the association, the committee recommends that as part of the Code Enforcement Officer duties, hours be set aside during sticker issuance to inspect the vehicle for compliance. If the vehicle cannot be legally driven to the office, then the member should have the opportunity for an onsite inspection as part of the CEO rounds. Perhaps we offer a few Saturday checkpoints and solicit a few volunteers to perform the check. Last meeting we asked how many citations have been issued for SMV's. It was noted that to date there have been 4 total SMV citations. The board noted that this will be given verbally at the first meeting of the month and not distributed electronically prior to the meeting.

Sign Audit

Dennis Denby-Engineer I understood from Rob that you guys were looking for a traffic control sign audit to be done. So I was asked to be here tonight to find out what you're looking for so we could put a proposal together and answer any questions. **Shaun Diltz** Would it be something where we just say, have at the whole community or do we just look at a handful of intersections and what's the pricing that we're looking at? **Dennis Denby-Engineer** To try to keep it affordable and try to keep it maybe in a phased system, start with the ones that you're aware of that maybe you want to look at first, and then we could go from there. **Jerry Allen** So what's your procedure? How do you monitor it? **Dennis Denby-Engineer** We do follow the manual for Uniform Traffic Control Devices, which is kind of the standard for both public roads and even private roads that are used by the public fall under the same guidelines. It's a fairly large manual and then Illinois has its own state supplement, which doesn't change anything in the manual that would affect what you're looking at, but you know, and some different types of signage that they have available. But basically they look at whether, say at a four-way intersection if you need to have stop signs at each of the four legs. They look at traffic volume, look at speed, look at the grades of the road that's coming up to the intersection, looking at accident data, that sort of thing. So there's really just a small list of items that they have that you check and then if they meet the warrants then you would have the stop signs. If they don't, you would not have them. **Jerry Allen** Do you use some kind of a counter. **Dennis Denby-Engineer** Yes, a counter that you put out in the road. **Shaun Diltz** How do you look at historical accident data? **Dennis Denby-Engineer** I was going to ask if you have anything available here or not. If you don't there's resources through the county that you can pull accident data. **John Crotty** We'll work to get the intersections to you and then you can provide us a quote of what it would take to do the full study.

New Business

Skid Steer Trailer

Rob communicated we had an axle break on the skid steer trailer. The trailer is in bad shape and aged. Rather than repairing, he is asking that we could replace the trailer with either a quality new or used one. Estimate is between \$10,000 and \$12,000 for a new trailer. The trailer is used to haul culvert pipe and the skid steer. It is not currently on the reserve list. It was potentially donated by a member in the past. **Shaun Diltz** We have some got some money in the reserves for the dredge trailer as an option. **John Crotty** Rob will move forward getting bids for a new one and it will be looked at to be put on the reserve list.

Elevator

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The add a phase unit which converts single phase electricity into 3 phase electricity has one leg showing signs of excess heat. It is overloaded and melting the shielding of the cable supplying one of the phases of electrical current. We have one quote from Greco Electrical LLC for \$9,259 (parts & labor). A 2nd quote is being asked for from another contractor. There was an inspection from a state inspector this morning and the elevator was not put out of service. **John Crotty** If we can have detailed bids from both for one of the meetings in January.

Open Floor

Dave Decker (1184) I know this is a time of year when you guys are looking at if there's any carryover monies, ideas for ways to spend that. I hadn't heard any kind of report as to whether or not there is any. I'd like to give two recommendations for that. One I've given you guys before and talked a little bit about and that is adding a boat ramp to Su Twan. That is a facility that is a pretty major asset for the Association and its members. But it's very restrictive as to who can actually access it and use it. I think there's an opportunity to make that much more accessible for the members at large. And it doesn't have to be anything fancy or expensive. There's even a spot I believe, to the one side of the dam where there's a fire port, that would probably have to be moved, but it would work very easily to put something in there. I would recommend just allocating \$5,000 set aside for that if you have it. The other is something that is a safety concern out here and needs to be addressed. And I would put that above the boat ramp that I'm talking about. And that is our handicapped parking. That section needs to be fixed. If we have to pay somebody to come in and do it we need to pay somebody to come into it. The handicap parking is the most dangerous parking on our lot. In addition to that there is a section of the sidewalk that is now covered with a rug. When you walk up the ramp, there's a rug there and the reason the rugs there is because there's a section of the concrete missing and it's been that way for a while. The rug was placed there to keep people from tripping over the hole. I would like to recommend the board address that along with the parking lot. **John Crotty** We talked about moving the handicap over to the areas that are better. **Dave Decker (1184)** You're still going to need to fix that area even if you move. That's a great idea. That's a short fix as far as the handicaps concern, but that area is still needs to be fixed, because it's still a risk. **John Crotty** That would at least alleviate it in the short term. **Shaun Diltz** We haven't shocked Su Twan in 10 or 15 years. So IDNR is going to want to get their shock boat into Su Twan at the end of May. If there's a nice boat ramp, and it's not an issue, and buy nice, just some gravel leading down at the lake. **Rob Clarkson** I had a member reach out wanting to know where we were with Clearwave and also the representative with Clearwave reached out to us about where we were in our decision with allowing their fiber optics in the community. **John Crotty** We've haven't dug into what our requirements are with Madison Communications. **Trisha Yates** I remember there was going to be some questions about getting some alternative companies out here to discuss that. **John Crotty** Yes, we would want to definitely do that before. But we want to make sure that we didn't have any sort of contract with Madison Communications. We still have research to do and with the months like this where we are short meetings, we've got a lot of other things that take priority, and I think everybody agrees that we wouldn't just jump in the boat with Clearwave, if it really was the direction we want to go and something we could do we would want other fiber suppliers to come in and see what they have to offer.

Ty Van Ryswyk Makes a motion to adjourn to executive session.

Trisha Yates Seconds

All in Favor

Motion Carries

Meeting adjourned at 8:29 p.m.

Meeting Minutes submitted by Karla Suttles