



## **LAKE LIMERICK COUNTRY CLUB, INC,**

790 E. St. Andrews Drive, Shelton, WA 98584

Phone (360) 426-3581, Fax (360) 426-8922, e-mail lakelim@hctc.com

### **BOARD OF TRUSTEES**

**December 21, 2002 at 9:00 a.m.**

Vice-President Tom Taylor called the meeting to order at 9:00 a.m.

#### **ROLL CALL:**

Trustees attending the meeting were: Vice President Tom Taylor, Treasurer Bill McDonald, Secretary Pat Chaussee, Trustees Chuck Hancuff, Keith Smith and Don Nichols. President Jack Betterley Trustees' Don Cox, Bob Dunlap, Vern Harris, and Darrel Winnans were excused. Water Chairman Kirk Osborne was in attendance.

Employees attending were: General Manager George Duffin, and Marianne Koch

Guests attending were: Pat Fiest, Jim Thomas, Rob Wilson-Hoss and Nan Strickland.

#### **APPROVAL OF MINUTES:**

**A motion** was made by Secretary Pat Chaussee, seconded by Treasurer Bill McDonald, and carried by the Board as follows:

The Board of Trustees approved the Minutes of November 16, 2002 with the following corrections:

*Pg.4 " Kirk Osborne reported that he has resubmitted the water committee will reapply for the SRF loan in 2003 for the commission of well 6.*

#### **FINANCIAL REPORT: Bill McDonald**

1. Insurance was renewed on the 17<sup>th</sup> of the month with only a 12% increase on the 5 million umbrella. Mr McDonald stated that we have the lowest Workman's Compension rating. And heath insurance was raised only 30 dollars a person.
2. Don Garders will be doing his annual review.
3. Mr McDonald explained his and George Duffins plans to review the computer accounting system after the first of the year.

#### **MANAGER's REPORT: GEORGE DUFFIN**

1. The gate has been placed by the Fish & Wildlife Dept. across the entrance to the public boat launch. And Mr Duffin has talked to the Navy about fence across the tracks, the path will remain.

### **CONSENT TO AGENDA:**

A motion was made by Chuck Hancuff and seconded by Bill McDonald and passed as following:

To consent to the agenda and committee minutes as presented.

### **GUEST INPUT:**

Guest presentation by Rob Wilson-Hoss LLCC attorney. Mr. Wilson-Hoss explained the collection process as performed by his office for LLCC. He presented the Boards choices under various circumstances. Some of the circumstances he listed and that discussed were collection of back dues, & the forfeiture of property,

Mr Wilson-Hoss also answered question regarding the renewal of the covenants. He reviewed the sunset provision, which requires that 55% of acreage must pass. Discussion followed as to what arceage meant, His recommenation was to elimitate the sunset cause, and the Architectual committees current status (separate from the board) to comply with more recent state laws. Mr Wilson-Hoss commented the executive board for the well though out questions and their foresight, and said he would like to see a smaller committee to continue to work with him on this project.

Well 6 no pollution restrictions were discussed. Mr. Wilson Hoss will need to review all the titles for all lots involved , but suggested that all lots were subject to the plat maps. And as long as LLCC gets signitures from the lot owneres they are covered.

Discussion on who is a member. Are children considered members? Requirements for who the IRS and Dept. of Revenue conciders members and whom would be concidered as outside revenue.

### **OLD BUSINESS**

#### **A. COMMITTEE CHAIR REPORTS**

##### **1. EXECUTIVE COMMITTEE**

- Tom Taylor reported with regrets the resignation of Darren Winans, Bob Dunlap, and Chuck Hancuff. Discussion was held and replacements presented and voted on by trustees.

A motion was made by Bill McDonald and second by Don Cox and passed as follows:

To have Pat Fiest replace Bob Dunlap for the remainder of his term ending in 2005, to have Jim Thomas replace Chuck Hancuff for the remainder of his term ending in 2004 and to have Donna Miller replace Darrel Winans for the remainder of his term in 2004.

##### **2. ARCHITECTURAL COMMITTEE**

- Reduced dues for Div. 2 Lot 269/270 George Duffin is working on.

##### **3. GREENS COMMITTEE**

- Discussion was held that tee times need to be made and kept, with the common courtesy of cancellation calls made when tee times can't be kept. It was agreed that members that work during the week should be able to have use on Saturday's of their golf course, and quite often they were playing with non-members which bring in outside revenue.
- The board discussed and approved the purchase of a top dresser to start work on the greens.

#### 4. INN COMMITTEE

- Discussion held on putting a new handicap restroom where the storage room and previous kitchen area were on the main floor. All agreed this was needed and should be put on the project list. Also discussed was the possible conversion of second bathroom upstairs in small conference area, and whether it was needed.

#### 5. LAKE/DAM COMMITTEE

#### 6. MAINTENANCE COMMITTEE

- State board park insurance. Safeco doesn't wish to cover the Skateboard Park. Tom Taylor said that the board needs to start thinking about spring and reopening the park and what to do about insurance. George will discuss with Bob Wilson-Hoss the need for insurance. Bill McDonald covered the other possibility of signed waivers of responsibility. State law states that parents can't sue in community built recreation areas. Discussion held whether children are members and if waivers would hold. And does the Skate Park fall under the state law.
- Nippler system George has Austin calling daily and is following up on other companies and has a meeting with another possibility on Monday.

#### 7 WATER COMMITTEE

- Kirk Osborne made a clarification on the Dept. of Health revolving fund. In the pass LLCC has not met their level of acceptance, however LLCC is still possibly open for the 2002 cycle, depending on outside circumstances, and we will apply in the 2003 cycle.
- Darrel Winnans is up for domination to the water committee, to replace Chuck Hancuff
- Discussion held on cart path easements, and opening up previously designated cart paths that have remained inaccessible.

#### 8 NOMINATING COMMITTEE

- Nan Strickland reported that she has several people she has talked to regarding April elections.

#### 9 ELECTIONS COMMITTEE

#### 10 YOUTH COMMITTEE

### **NEW BUSINESS:**

1. Vice President Tom Taylor announced the resignation of Stephanie Forsberg, with comments on her many years of service.

**A motion** was made by Pat Chaussee and second by Bill McDonald and passed as follows:  
To have Rochelle Campbell made chairman of the youth committee

It was agreed that a letter of appreciation be sent to Stephanie Forsberg for her great efforts in this many years.

**LIST/REVIEW COMMITMENTS.**

George D. will report back on lots 269 & 270 in Div 2.  
Bill McDonald will report back on computer system investigation.  
George D. will check skatepark insurance needs with Rob Wilson-Hoss  
George D. will write a letter of thanks to Shepanie for pass service

**COMMUNICATIONS:** The letter to fine Mr. Sisson for \$25.00 for unleased and unattended dogs was read by secretary Pat Chaussee.

**A motion** was made by Don Cox and second by Pat Chaussee and passed as follows:  
To send the letter and fine Mr. Sisson for \$25.00.

**ANNOUNCEMENTS:**

The next board meeting in January will review the greens keeper applications so all trustees are invited to attend.

Keith Smith said that at the PGA meeting he passed on the information regarding the opening.  
Bill McDonald wished to extend the boards thanks to Chuck and Bob for all their hard work on the board and voiced his applause.

**ALL MOTIONS PASSED THIS SESSION:**

**A motion** was made by Secretary Pat Chaussee, seconded by Treasurer Bill McDonald, and carried by the Board as follows:

The Board of Trustees approved the Minutes of November 16, 2002 with the following corrections:

*Pg.4 " Kirk Osborne reported that ~~he has resubmitted~~ the water committee will reapply for the SRF loan in 2003 for the commission of well 6.*

**A motion** was made by Chuck Hancuff and seconded by Bill McDonald and passed as following:

To consent to the agenda and committee minutes as presented.

**A motion** was made by Bill McDonald and second by Don Cox and passed as follows:

To have Pat Fiest replace Bob Dunlap for the remainder of his term ending in 2005, to have Jim Thomas replace Chuck Hancuff for the remainder of his term ending in 2004 and to have Donna Miller replace Darrel Winans for the remainder of his term in 2004.

**A motion** was made by Pat Chaussee and second by Bill McDonald and passed as follows:

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**A motion** was made by Don Cox and second by Pat Chaussee and passed as follows:

To send the letter and fine Mr. Sisson for \$25.00.

**MOTION TO ADJOURN MEETING:**

**Motion** made by Tresurer Bill McDonald and second by Trustee Don Cox and carried by the Board as follows:

The Board of Trustees adjourned the meeting at 11:00

Respectfully submitted,  
Marianne Koch

Preliminary Minutes not approved by the Board of Trustees,

Dec. , 2002

To: Board of Trustees  
From: Corporate Yard Ad-Hoc Chair  
Subject: Corporate Yard Improvement.

The project for the corporate yard, discussed by the committee, it was proposed to remove trees, realign the fence line, place culvert and clean out basins in the ditch to provide additional parking along Shamrock Dr.

Cost estimates follow:

1. Locates for utilities, (Gas, power, water) \$25.00
2. Power line drop by PUD \$No cost  
One day, drop AM, restore PM  
If pole removal is involved cost will escalate
3. Fence Removal and replacement \$3,750.00 (Viking Fence)  
Removal could be done in house with volunteers and workers
4. Professional (Manke bid)  
Tree felling, Stump age, cleanup and grading site,  
prepare ditch for culvert and install, back fill and grading .  
Bid involved 300' of culvert.  
(Material our cost as shown below for 100')  
Bid cost from Manke \$ 8,177.50  
Estimated return dollars for trees (20 cedar, 12 fir est.) \$ 2,000-3,000  
(dependent on market value at the time of sale), we would be  
responsible to find a buyer, contractor will drop, yard trees for  
removal.
5. Fence Re-alignment could be done in house with volunteers and workers  
Cost would be about  
Post hole digger rental \$100.00  
Post and hardware \$200.00  
Concrete to set new posts \$200.00  
Employee involvement, 2 man days @\$15,00 hr = \$240.00  
Volunteers, 100 hours  
Estimated in house cost \$740.00
6. Place culvert and clean out basin in 100' of ditch along  
Shamrock drive  
12.00" plastic corrugated plastic pipe, @ \$4.00' \$400.00  
Catch basin \$ 112.00  
Frame cover and grate \$169.00  
Fill material and gravel \$111.00  
Employees, 1 man day's @\$15.00hr with back hoe = \$120.00  
Volunteers, 16 hours  
Estimated cost \$800.00

Bottom line summary of total costs:

Our estimated cost to do job (mixed volunteers and contractor)-----	\$9,770.50
Estimated revenue from logs-----	\$2,500.00
<b>Estimated project cost</b>	<b>\$7,270.50</b>

Assumed cost for Employees =\$11.00 per man-hour, Salary + benefit burden =\$15.00 per hour



Kirk Osborne  
Ad-hoc Committee Chair  
cc: George Duffin, GM  
Ex. Comm

Attachment: Manke Excavating proposal

Lumber may be worth \$2000 depending on MARKET Price  
 \$3000

LHCC Funds own buyer @ current MARKET

# Proposal

Page No. of Pages



MANKEEL011MN

Phone (360) 426-0834 • Fax (360) 427-7074

FAX-426-8922

PROPOSAL SUBMITTED TO <i>LK. Limerick Country Club</i>		PHONE <i>426-0325</i>	DATE
STREET <i>Attn. Kirk Osborne</i>		JOB NAME <i>Corporate Yard Upgrade</i>	
CITY, STATE AND ZIP CODE		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

- Cut down and stack all trees to be removed
- Haul off all stumps & brush
- Strip ditch of vegetation, haul off.
- Install 300 Ft. of 12" poly. culvert.
- Install three type 1 Catch Basins.
- Backfill entire ditch with pit-run gravel.
- Finish grade area disturbed by work.

Exclusions: Surveying, const. staking, permits, compaction testing, removal of fences, removal of power lines & poles.

**We Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: \_\_\_\_\_ dollars (\$ *8,177.<sup>50</sup>* ).  
*Sales tax not included*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature *[Signature]*  
 Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_



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