

*Lake Limerick C.C.*



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LAKE LIMERICK COUNTRY CLUB  
BOARD OF DIRECTORS  
**LLCC Great Hall**  
Meeting Minutes

July 17, 2021 @ 9:00AM

1. **Roll Call:** President, Brian Smith; Vice President, John Ingemi; Secretary, Dean Dyson; Treasurer, Connie Wong; Directors; Pat Paradise, Steve Saylor, Sheila Nokes-excused, Tamra Ingwaldson, Stacie Stoney-excused, Don Bird (Ex Officio), Roger Milliman, (CAM)
2. **Approval of Minutes:** A question was brought up about whether a board member should have voted on the issue of himself being appointed to chair the Compliance Committee or whether he should have recused himself from the vote. (item 17 June minutes) It was determined that there was not a conflict of interest in this case so the vote on this issue is unchanged.

***A motion was made by C. Wong and seconded by S. Saylor to accept the June minutes as presented. Motion passed unanimously.***

**3. Financial Report – C. Wong**

Financials: Profit & Loss looks good for this month. Property sales of nearly \$300,000 are included in Revenue and correlated Expenses. If those sales weren't included, we still would be above budgeted income both for current month and current YTD. Until we decide how to allocate the property sale money the Operating account will show the \$300,000 there.

Balance sheet is staying steady.

Account Receivable are steady but high. Connie requested that soon we look into how we can begin to collect on these past due accounts. Roger stated that our attorney believes that HOAs are subject to the same covid restrictions that landlords are in regard to collecting past due accounts until these restrictions are lifted. The office staff is working on this problem and will bring suggestions to the BOD soon. It is thought that the Governor extended the moratorium on collections until September 30.

Food & Beverage sales, and golf continue to do well and are above budget.

Investments at Edward Jones are receiving 2.27% interest on over \$600,000. The reserve account here is earning only .01% interest on \$130,000. Connie would like permission to put the reserve money in a higher interest earning account.

There is no Capital Projects list in this month's report.

Edward Jones is still in need of some BOD signatures for the accounts

***A motion was made by P. Paradise and seconded by D. Dyson to approve the financial report as presented. Motion passed unanimously.***

**4. Additions to the Agenda from Board**

Member not in good standing added to New Business, item h.

## **5. Additions to the Agenda from the member guests**

### **No additions from the members/guests**

## **6. President's Report: B. Smith**

President Smith thanked the community for cooperating with covid and vaccine recommendations, and with the fireworks ban. Although there were some violations of the fireworks ban, in general the community understood the issues and compliance was very good. In the future because of climate change, we may need to consider making this ban permanent.

## **7. CAM Report - R. Milliman**

Roger introduced Shauna Sharpes our new Accounting Manager who was attending this meeting. She has now been with us for a month and has completed our PPP forgiveness application request at 100%, working with our accountant on our IRS tax filings, and our person property tax for Mason County and has tasked with working on improving our inventory management system and implementing it.

Roger, Connie and Shauna developed a draft budget for the next fiscal year starting Oct 1, 2021. Over the next month, the board and staff will be work on adjustments to the proposed budget. Then in Sept. there will be a formal presentation for adoption, followed by ballots being sent out to the members and final approval of the budget at the Oct. Annual meeting.

## **8. Water Report: D. Bird**

D. Bird reported that water quality and quantity are good. Everyone should receive a consumer confidence report in the mail showing details of the quality of the water. Some people have been concerned if we have enough water for the number of the house that are being built. We do have with the Department of Health an agreement stating that we can have 1250 lots with water hook-ups. At this time we have 1220 metered lots.

We have had 2 recent pump failures; one has been replaced and the other at well #5 is being worked on this next week. Well #2 has not worked for a while and is normally not used because the water tastes bad. It is being brought into working condition so that it could be used if needed in the future.

Fire Hydrants out of use is an issue of how fast the water system can respond to the rapid demand on the pumps to supply water to the hydrants. There is enough water but pumps take too long to respond causing the water pressure in the pipes to drop which could cause damage to the system.

Financials look good. Income is about \$12,000 over budget and expense are about \$5000 under budget. RH2 the engineering company that is studying the water system has completed the hydraulic portion of the study but we are still waiting on the electrical portion of the study before deciding on the actions that are needed to improve the water flow in the system.

A Fire tanker truck or fire engine filling hydrant (yellow in color) has been installed on Glenmorgan Ct. and another will be completed soon at well #1 off of Mason Lake Rd. This is done so the fire department does not need to travel so far to fill up on water if there is a fire in our community.

The water department has sent out Cross-connection surveys to all property owners. 100% of these surveys need to be returned. It is important because we need to protect our water system from contaminated water flowing back into our system.

## **9. Consent Agenda: Motions to the Board from Committee minutes.**

- a. Architecture, Compliance, Greens, Inn, Lake/Dam, Water, Welcoming
- b. Motion from Lake-Dam to be added to the Consent Agenda  
Moved by Dave K. seconded by Joel G—Motion passed  
Moved to approve proposal from Lake Advocates dated June 30, 2021 for 4 core samples of Lake Leprechaun and testing at a cost not to exceed \$19,000.

- c. Remove complaint and fine for lot 04-136 from the Compliance register and therefore from the consent agenda because the complaint of setting off fireworks could not be substantiated.
- d. Remove Inn committees' motion for new chairs for the Inn from the consent agenda and move it to New Business item i.

***A motion was made by J. Ingemi and seconded by S. Saylor to accept the Consent Agenda as presented. Motion passed unanimously.***

## **10. Old Business**

### **a. Status of Navy Trestle Waterline Project – D. Bird, R. Milliman**

## **10. Old Business**

R. Milliman--The engineer and the surveyor are clarifying details and when they are complete, we will be applying to the Navy for an easement agreement. It is still to be determined if our franchise agreement with the county supersedes a Navy easement agreement.

### **b. Status of Real Estate Sales—R. Milliman**

R. Milliman reported that we have closed on 14 of the 16 properties we put up for sale. The gross amount paid for these properties is \$337,000 with closing costs being \$45,000 giving us a net of \$292,000. How to allocate the funds from these sale will be on next month's BOD agenda.

### **b. Status of fire hydrants/ RH2 engineering study—D. Bird**

Don report that he has already covered earlier RH2 engineering study and Fire Tanker Truck filling stations. P, Paradise brought up that it would be a good idea to run a test of these hydrants before we have a fire to make sure they work the way they are supposed to.

### **c. Status of lake level—R. Milliman**

Currently the level is 1.24 ft. above the level of the spillway. B. Smith stated that 1.26 ft. 15 ½ inches above the spillway which is the height we have agreed to with the Dept. of Fish and Wildlife to maintain enough water flow down Cranberry Creek. A 10-minute discussion followed with various ideas as to why the level is or seems so high this year. No conclusions were found.

## **11. New Business**

### **a. Governor's Proclamation on covid – R. Milliman**

R. Milliman—The new covid proclamations from the Governor allows LLCC to be back to full capacity in the restaurant, lounge, café and golf. LL is now back to seating capacity of 56 in the Inn dining room (plus seating for 36 on the patio and 6 picnic tables), 49 in the lounge including 13 bar stools and 31 including 5 stools in the Café (plus umbrella seating for 30 on the golf patio). The great Hall remains closed due to staff shortages. If the patrons are vaccinated, they need not wear a mask, if not then we will trust them to do the right thing and wear a mask. All unvaccinated employees and those who want to shall wear masks. The Office is open, and we recommend contacting to make an appointment to best serve Member needs. The Office does not accept cash payments. Mailing your payments and dropping off in the blue drop box are also recommended.

### **b. Reserve Study Report—J. Ingemi**

J. Ingemi suggested that the BOD discuss the status of the Septic systems that are a part of the LLCC, the park restrooms, golf course restroom, the septic for the Inn and the café. The Reserve study says that the septic system will cost around \$360,000 over the next 20 years.

D. Bird brought up another issue not addressed in the reserve study. The need for not only the water system to have generators at the wells but also to assess the need for the restaurant, café and the community to replace the generator at well #2.

A 20-minute discussion followed on different items that might belong on the asset list. It was determined that the septic system should remain on the list and that we need to study the community's need for generators.

A motion was made by C. Wong seconded by S. Saylor, and passed unanimously

Moved that the asset list in the Reserve Study and the following additions be accepted as items to be funded by the reserve account.

Additions to the asset list

Maintenance Shop Building

Electric for above

Rest Rooms

Refurb of Inn bathrooms

Trees and Greenbelts - \$500,000 spread over a 30-year period (>\$16,000.00 per annum)

Banbury dock should be listed as replaced in (2006)

S.Saylor suggested that the community needs to be kept informed about the reserved study and that it will probably mean an increase in dues. A short discussion followed as to how and when we bring this before the community. Other than that, plans to continue working on the reserve study and plans to make a presentation by the October annual meeting, nothing specific was discussed. Vern Duggan suggested that a community meeting to discuss the reserve study would be a good idea, need the community input.

c. **Vandalism of the 8<sup>th</sup> green—Vern Duggan**

A vehicle drove on to the golf course at just after 3:00 AM on July 14<sup>th</sup> causing an estimated \$5000.00 damage to the 8<sup>th</sup> fairway and green. Jason and his crew spent about 6 hours repairing the damage.

d. **Personnel Status—R. Milliman**

As many of you know chef Josh Neely resigned giving 3-weeks' notice; his last day was yesterday. Two cooks have additionally resigned who cooked in the café and Inn. We are doing our best to keep the Café open Thursday thru Sunday and are currently recruiting to hire. Currently we are stretching our staff plus some temporary hires cooking both sides of the street until we hire 2 additional cooks. One of the temporary hires is a potential permanent hire.

We are fortunate to have hired Jon Huus as our new chef. Jon comes to LL with experience at hotels, country clubs and restaurants including Alderbrook where back in the day he mentored Josh Neely.

Jon lives locally and we will support his management of F&B as he gets his feet on the ground.

Finally last week our Maintenance Facilities assistant quit. Yesterday Norm and I interviewed and hired Gerardo Ramirez. He previously worked for 10 years at LL in Facilities, Greens including assisting Water.

e. **Mirante Property—Sharon Tsutsumi.**

They have refiled an application for LL permits. They have the proper Mason County approvals to go ahead with redoing the septic system and approval from the County to do what it takes to get to the point of getting a building permit.

Motion made by P. Paradise seconded by C. Wong and passed unanimously

LL allows them to move forward to put in the septic system according to Mason County permits, the rest of the work that is subject to County permitting we will review and approve once we get a copy of those permits.

f. **Inn Committee chair request—Kyle**

Want to purchase 80 chairs for the Restaurant and Lounge at a cost of \$7075.00 to complete the remodel project.

Motion was made by T. Ingwaldson seconded by J. Ingemi ,passed unanimously

Moved to purchase the 80 chairs at a cost not to exceed \$8000.00.

**g. Community meeting with Mason County Sheriff—J. Ingemi**

John stated that he has talked with many community members who would like to meet with the Mason County Sheriff to discuss topics like mail theft, drug issues, and response from Mason County when a call goes in. John noticed on Next Door that the Phillip Lake Community has monthly meetings with the Sheriff's Department and thought that LLCC would benefit from quarterly or even semiannual meetings. It was also brought up that adding the Fire Marshal to these meetings would also be a good idea. Brian thought it might be best to try to schedule this kind of a meeting with the Sheriff directly. Tam and John volunteered to work on setting up a date and time for such a meeting.

**h. Proposed BOD retreat—S. Stoney, S. Nokes**

Roger has been looking into places we might be able to use for a BOD retreat and so far, the costs are around \$2000. Since Stacy and Sheila were not able to attend this meeting, The BOD is willing to give them a chance to presents their plans for a retreat before making decisions on this matter.

**i. Roadside Maintenance—T. Ingwaldson**

The roads and culverts are the County's responsibility to maintain. LL has asked them for help in the past to lessen the fire danger by cutting the tall grass and shrubs along the roads. This did not happen. The discussion focused on how LL can get this done whether by homeowners or by our maintenance department. Roger was going to put out on social media a request for all to cut the grass in front of their property and a neighbor's property for those who need help. He was also going to talk with Maintenance to see if they can come up with a plan to do the same with LLCC properties

**j. Member Not in Good Standing—J. Ingemi**

There is a member who moved into LLCC in 2018 and has not paid any dues or water, the Compliance Committee has fined them for several violations over the years (which have gone unpaid).

In the letter to the offending member, it was decided in the second paragraph under section C first sentence.to strike the word (deliberately) and in the second sentence to strike the words ( of this blatant disregard for the rules ) and replace with (of these violations).

Motion was made by T. Ingwaldson seconded by J. Ingemi and passed unanimously

To hold the property owner of 05-012 as a Member Not in Good Standing.

**12. Other Business**

None

**13. Correspondence**

B. Smith received a letter from a dock owner who was unhappy that the L-D Committee would not recommend a company that builds docks. He will forward the letter to the L-D Committee.

**14. Announcements and Upcoming Events**

a. Community Garage Sale—July 24, 2021 – 9 AM—2 PM

b. Welcoming Committee Orientation for new owner —Monday, Aug 2, 2021—7 PM

c. Music at the Inn with The Lady Drinks Whiskey—July 31, 2021—5 to 7 PM

**15. Motion to Adjourn to Closed Session to discuss legal/personnel issues.**

None

**16. Motion to Reconvene to Open Session.**

**17. Motion to Accept all Motions Made in Closed Session.**

**18. Motion to Adjourn**

**A motion was made by J. Ingemi and seconded by T. Ingwaldson to adjourn. Motion passed unanimously.**

Next meeting, August, 21,2021 at 9:00 AM

Respectfully submitted,

Dean Dyson, Secretary  
Lake Limerick Board of Directors