

Lake Limerick C.C.



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**LAKE LIMERICK COUNTRY CLUB  
BOARD OF DIRECTORS  
LLCC Great Hall and Zoom  
March 18, 2023 @ 9:00AM  
Meeting Minutes**

**Meeting ID: 857 3514 2754 Passcode: 326109**

1. **Roll Call:** Meeting called to order by President Ingemi at 9am and roll call taken;  
President – J. Ingemi, Vice President – T. Ingwaldson, Secretary – P. Paradise, Treasurer – E. Springer-Johannesen; Directors: M. Robinson, M. Paradise, M. Berni, D. Dyson, K. Evans (Ex Officio), R. Milliman, CAM  
Director S Saylor has an excused absence
2. **Approval of Minutes:**  
**Motion to approve the Minutes from the Board of Director's Meeting of 02/18/23**  
**Motion to approve the Minutes from the Special Exec. Committee Meeting of 02/22/23**  
**Motion to approve the Minutes from the Executive Committee Meeting of 03/02/23**  
**Motion to approve the Minutes from the Special Board of Director's Meeting of 03/03/23**  
**Motion to approve the Minutes from the Executive Committee Meeting of 03/16/23**  
*A motion was made by P Paradise, seconded by T Ingwaldson, and passed with no nays to approve the above noted board of director and executive committee meeting minutes with no corrections.*
3. **Financial Report – E. Springer-Johannesen**
  - a. **Action:** Motion to approve the Treasurer's Report March 2023  
*A motion was made by D Dyson, seconded by T Ingwaldson , and passed with no nays to approve the Treasurers Report for March 2023*  
  
A financial report for March 2023 was provided by E Springer-Johannesen. A review of expenses vs budget for all departments was reviewed. Cost of goods sold is higher than budgeted due to inflationary pressures. An agenda line item for next meeting to discuss cost of goods sold was requested by M Robinson. Cash on hand and Cd deposits for HOA and Water Department were reviewed. Past due hoa and water account balances were reviewed as well as current HOA enforcement policy efforts. A slide presentation of collection enforcement policy and procedures was given by E Springer-Johannesen and M Paradise.
4. **Additions to the Agenda from Board – (none)**

**5. Additions to the Agenda from the member guests – community member Brian Smith added item “E under new business” – executive committee actions/transparency**

**6. President’s Report: J. Ingemi ( see attached report for details)**

President Ingemi gave a brief presidents report and is attached. Saint Patrick’s Day celebration at the Inn, BOD packet preparation, office staff duties, elections, town hall elections meeting, and legal opinion status.

**7. CAM Report: R. Milliman (see attached report for details) - POS Report, Anglia Gates**

CAM report is attached for complete details and included update on new point of sale software, Anglia parks gate locks have been repaired, navy trestle repair project status, new phone system installation status, new septic tank vendor, fishing derby, lake limerick weir board installation height, survey of local golf, food, and beverages resulted in comparable pricing. Cranberry Lake Foundation is proposing a fish friendly culvert in the location of the existing storm water detention structure and sediment basin via a grant from Fish and Wildlife – more information is needed by LLCC from the Foundation. Inn bathroom remodel scope of work and design concepts will be assisted by P Paradise. Greens will install turf in lieu of grass seed in the amount of \$2,700.00

*A motion was made by D Dyson, seconded by T Ingwaldson, and passed with no nays to authorize \$2,700 from the general fund for the purchase and installation of t box sod in lieu of grass seed.*

**8. Water Report: K. Evans (see attached report for details)**

Water Committee chair provided a report on the water system (see attached report for complete details). Water system conditions remain healthy. All wells are running with the exception of well 2 which is seeking proposals to return it to service (\$14,000 budget). Finances – costs to date are below budget, past due accounts are being pursued for payment. One service line leak was repaired on Penzance, there may be several small service line leaks that are difficult to locate. Dell laptop for meter reading may be failing, it will be looked at by a service tech for recommendation. A final draft WSP has been completed by the water committee showing all edits and forwarded to the Board.

**9. Old Business**

a. WSP for vote – M Robinson

*A motion was made by M Robinson, seconded by D Dyson, and passed with one nay to accept the draft water system plan as edited and presented to the board of directors.*

*The motion was made to open discussion on the plan and forward the edited plan, indicating all track change edits, back to Northwest Water Systems for a final draft and then returned back again to Lake Limerick.*

b. Nominations and Elections – J. Ingemi (see Presidents Report)

*Ballets will be available to all members and members are encouraged to vote. 3 positions are open on the BOD and two positions are open on the water committee.*

- c. Finance Advisory Team Report – Team Member *(report information presented during finance report)*
- d. Audit Update – E. Springer-Johannesen *(report information presented during finance report)*
- e. Organizational Chart – M Berni *(no update presented and no timeline developed)*
- f. Server for Committee usage (documents, minutes, reports) *(no update available)*  
*Cloud based storage might be a solution, hiring a consultant might be a solution.*
- g. Conference Center/Room for meetings *(no update available)*

## **10. New Business**

- a. Adopt Article II, Sec. D. § 5 on BOD Agenda (second reading) – Pat Paradise  
*A second review of the proposed agenda format was provided (see attached. Intent is to provide a public comment period and to reduce the overall length of meetings by not adding agenda items after the agenda has been published. Adding agenda items during a meeting does not allow members to respond to concerns that are added at a meeting – but not listed on the agenda. Board members were asked to review the included documents for a decision at the next meeting.*
- b. Renter Information Sheet - *(no information available)*
- c. Motions to the Board from Committees, including the Architecture Register.  
*See attached motions to the board for all motions and status of each motion*
- d. CC&R's and Board Member responsibilities – M Paradise  
*A handout was provided for BOD member review and comment on LLCC CC&R's and BOD member responsibilities and discussion was deferred until next month's meeting.*
- e. Executive Committee Actions and Transparency – Brian Smith  
*Concerns were expressed during the discussion on agenda format – no action taken.*

## **11. Other Business – (none)**

## **12. Correspondence – Report from J. Ingemi and M. Paradise (none)**

## **13. Announcements and Upcoming Events –**

**Town Hall for Meet the Candidates (3/29) – J. Ingemi**

**Community Adopt-a-Road (3/25)– T. Ingwaldson**

**Fishing Derby (4/22) – D. Muretta,**

## **14. Motion to Adjourn to Closed Session to discuss legal/personnel issues and Compliance Register/Hearing Committee Issues.**

*A motion was made by M Berni, seconded by T Ingwaldson, and passed with no nays to adjourn to closed session. (personnel issue under discussion)*

**15. Motion to Reconvene to Open Session.**

*A motion was made by M Berni, seconded by T Ingwaldson, and passed with no nays to reconvene to open session.*

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

*A motion was made by D Dyson, seconded by E Springer-Johannesen, and passed with no nays to accept all motions made in closed session (one motion)*

**17. Motion to Adjourn**

*A motion was made by P Paradise, seconded by E Springer-Johannesen, and passed with no nays to adjourn at 1:40pm*

**Respectfully submitted,**

**P Paradise Secretary,  
Lake Limerick Board of Directors**

Lake Limerick C.C.



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**BOARD OF DIRECTOR'S MEETING**

**March 18, 2023 @ 9:00AM**

**LLCC Advisory Committee Motions to the Board (rev02)**

**Architecture Committee –**

**Motion #1**

05-075 | 231 E Kilmarnock Rd | New residence – Arch committee unanimously agreed that this is approved with a motion to the board to substantially fine him for building a house on the lot without approval and for violating the setback rules.

*A motion was made by T Ingwaldson, seconded by D Dyson, and failed for lack of supporting votes to approve substantially fining a member for building a house on a lot without approval and for violating setback rules. The motion was withdrawn and a legal opinion will be sought for possible discretion and remedies prior to reaching a decision.*

**Compliance Committee – No Motions to the Board**

**Greens Committee – No motions to the Board**

**Greenbelt and Trails Committee – No Motions to the Board**

**Hearing Committee – No Minutes Received- No Motions to the Board**

**Inn Committee – No Motions to the Board**

**Executive Committee –**

**Motion #1**

A motion to approve installation of two new steel doors at Olde Lyme Park was made by E Springer-Johannesen, seconded by T Ingwaldson, and passed with no nays

**Motion #2**

A motion to approve the initial purchase of two cipher locks while approving the overall door lock budget of \$10,200. Was made by P Paradise, seconded by T Ingwaldson, and passed with no nays.

**Motion #3 –**

A motion was made by E Springer-Johannesen, seconded by T Ingwaldson, and passed with no nays to move forward with metal roofing and to confirm the PAR budget of \$18,650 is still valid for getting the work completed.

**Motion #4 –**

A motion was made by P Paradise, seconded by T Ingwaldson, and passed with no nays to approve the PAR scope and budget to upgrade Banbury Park Restroom.

*A motion was made by D Dyson, seconded by M Berni, and passed with no nays to combine and approve the 4 above listed motions #1 thru #4 originating from the lake dam committee. Motion passed unanimously to approve the above referenced motions #1 thru #4 as presented by executive committee.*

**Lake/Dam Committee –**

**Motion #1**

Lake Dam Committee requests the BOD approve the Bathymetric Survey of both Lake Limerick and Lake Leprechaun to be conducted by Lake Advocates and Aqua Technex at a total cost of \$11,780.00 (see attached documents)

*A motion was made by D Dyson, seconded by P Paradise, and passed with no nays to approve Lake Dam Committee motion #1 identified above for both scope and cost.*

**Motion #2**

The Lake Dam Committee recommends the attached revision to the Lake Rules and Safety Guidelines dated 4 March 2023 be approved and the e-foil moratorium be removed.  
(see attached documents)

*A motion was made by M Robinson, seconded by M Paradise, and approved with two nays to adopt the revised Lake Rules dated 4 March, 2023 as written above.*

**Water Committee –**

**Motion #1**

Motion made to rescind the motion made in February's meeting by Don Bird to transfer:

- a) \$50,000.00 from Heritage Mainline account to the Edward Jones Mainline Reserve account, and
- b) \$35,000.00 from the Heritage Water Capacity Reserve to the Edward Jones Capacity Reserve account.

Seconded by Anne Moen and carried with no nays.

*A motion was made by D Dyson, seconded by T Ingwaldson, and approved with no nays to rescind a previously approved motion (last month) to transfer funds as written above.*

**Motion #2**

Motion made by Dan Cossano to grant the forgiveness request in the amount \$843.00 to Danny Hueske – Division/Lot 02-015, E Rd of Tralee, due to broken pipe. Chris has approved the repair and the forgiveness request.

*A motion was made by E Springer-Johannesen, seconded by M Paradise, and approved with no nays to grant forgiveness in the amount of \$843.00 as written in the motion above.*

**Motion #3**

Motion made by Dan Cossano to continue evaluating and based on data, activating limited fire protection capabilities. And if modifications were required to achieve those capabilities propose said modifications to the board before implementing. Seconded by Anne Moen and carried with no nays.

*A motion was made by E Springer-Johannesen, seconded by T Ingwaldson, and failed with no supporting yes votes and unanimous nay votes to approve Water Committee Motion #3 as presented above.*

**Motion #4**

*A motion was made by E Springer-Johannesen, seconded by T Ingwaldson, and passed with no nays to accept a Water Committee PAR to bring well #2 online and to code electrically by Coast Controls for evaluation of water quantity and quality in the amount of \$14,000 plus wsst.*

**CAM** – No Motions to the Board

**LLCC President Ingemi** – No Motions to the Board

**Welcoming Committee** – No Motions to the Board

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### President's Report 03/18/23

#### St. Patrick's Event

Another great event in the Restaurant and Lounge last evening, put on by our Inn Committee. Due to illness (non-covid) we were short staffed, but the kitchen kept up with orders and the general consensus was the food was delicious as usual. The event volunteers, under the leadership of our Inn Committee Chair – Paul Wagner, decorated the rooms and staged contests, and members participated by wearing costumes, etc. There was also a Limerick writing contest, as well as a reading from Dale's Book of Limericks 🐱. The place was packed, and everyone had a great time.

#### Board Packs, Agenda, etc.

There is always discussion as to the completeness of the Board Packs and Board Agenda. Christy starts working on the Board Packs during the week of the Board Meeting. This involves a lot of "wrangling" with the Committee Chairs, and working with the Board Secretary to get all of the minutes in; Committee "motions to the Board," and other reports; working with our Accounting Mgr. and Treasurer to get all of the financials together, and discussions with the Board President on getting the agenda prepared, etc. As usual, "the best laid plans of mice and men oft go astray!" We had one of our staff out sick for the first 3 days of this week and as soon as she got back, another was out. This means that the remaining staff has to stop the Board prep and do things like, customer service, billing, payroll and all of the other things that need to be attended to by the staff. As Director Mitch Robinson always states, we are all volunteers interacting with the staff, trying to make LLCC a better place. Please be patient with us, we will get it right in the end.

#### Elections

This is kind of my last "official" meeting as Chairperson of the Board, because on April 15, 2023, voting is closed, ballots are in and we are just waiting for the ballots to be counted by the Election Committee. I want to say a quick thank you to all of the Board Members, the staff, and the general membership for all of your support and encouragement. Ballots are being printed and will be mailed very soon. We have a number of candidates running for both the Board of Directors and the Water Committee. I want to encourage everyone to vote for the people you feel will best represent your views and the direction you feel the Association should be heading. Most importantly, Please VOTE! Also, please plan to attend the "Meet the Candidates" night on March 29<sup>th</sup> Mitch Robinson will moderate. It will be both in-person and Zoom from 6:30PM to 8:00PM. We look forward to seeing you there.

#### Public Trust Doctrine

We have spent the past year discussing the issue of "transparency", so I think we would be remiss if we didn't report out to you that there is an argument going on between our HOA attorney, and an attorney representing a member of the community, about our membership rights concerning the lakes and whether we have the right to dictate who uses them, for what and when. The members of this community have spent millions of dollars on the lakes since they were created and, if they are not ours, then why are we paying all of this money for them? Anyway, we will be reporting on this up until such time that a determination is reached.

John C. Ingemi, President & CEO – LLCC Board of Directors



CAM BOD report

March 18, 2023

Good morning

LL's new POS contract with GolfNow has been signed by the President and Treasurer. The G1 application supports our golf and f&b sales transactions. We have started a 60 day process for programming, hardware installation, training, testing, followed by cutover in May.

The Anglia gates have been upgraded with keypads eliminating the use of former white keycards. The new 4 digit code was communicated in the members March HOA statement and notice of the change via the LL website. The goal is for Anglia park and dam access only by members in good standing.

I was recently contacted by the Navy regarding the railroad trestle construction project on Mason Lake Road. They requested status of 2 waterline easements and LL's construction plans including our funding.

The Navy was informed by our attorney that it is LL's position that they will install both the temporary and permanent water mainline at their expense due to LL's Franchise Agreement with Mason County. The County has been contacted to support our position.

It is also LL's intent to invoice the Navy for our costs over the life of the project that total to date at \$28,608 for engineering, survey and attorney paid expenses.

The NEC phone system has been installed. The last step is scheduling HCC for training to record the calling tree greeting. Callers will hear "thank you for calling LL. To be connected to the business office enter 1, Pro Shop Café enter 2, Inn Restaurant & Lounge 3, Water department 4, Compliance 5 and for office employees dial by name enter 6."

LL has hired a new provider Dano Septic to pump our septic tanks including Inn and Café grease traps on a fixed schedule.

The annual weir board installation plan for lakes Limerick and Leprechaun will start on Wednesday March 29 enabling 18 workdays to complete by Friday April

21. The current planned Limerick height is 14 inches consistent with the original 1965 engineering design.

With the start of the golf season including men and women's league golf play, the Café will be open Wednesday's beginning April 5<sup>th</sup>. Open Wednesdays will be advertised via the website and face book.

Golf merchandise and F&B competitive pricing analysis was recently completed. Managers researched 3 local golf courses and the Boat House, Spencer Lake Bar & Grill and the Town Pub frequented by LL residents. Results reveal LL matches competitive pricing.

I received a call from the Cranberry Lake Foundation this week requesting LL's support for installing a fish friendly culvert including a new bridge at the Cranberry Lake dam. This would eliminate the 3 outflow culverts. I requested a written proposal even though LL is not interested explaining that the designed culvert solution was engineered and built in the 1990's for downstream flood control. The current culvert design supports fish migration into Cranberry Lake.

For remodeling the Inn women's and men's bathrooms in the hallway adjacent to the Lounge capital project, Pat Paradise has volunteered to support design concepts.

Lastly Vern Dugan Chair of the Greens Committee is not able to attend today. Purchasing turf for Tee Boxes 3, 8 and 9 was discussed at the March 8th meeting. Since then a \$2,353 quote has been received. The purpose is to get the turf installed soon so the Tees are playable this season vs waiting a year for seed to grow.

The Committee's plan is to use money from last August \$10,081 fund raising event with \$5,324 remaining.

Vern requested I submit to the Board a motion to approve purchasing turf @\$2,353 plus sales tax NTE \$2,700.

# Water Report for 03 /18/23 Board of Directors Meeting

## 1. Overview

- a. In order to expedite our Board of Directors meetings the water report focuses on only items which are not included in the board meeting materials packet or are of significant importance or interest to all of our members.
- b. This report has been emailed to directors and staff and will be included in the minutes of today's meeting.

## 2. LLCC Water System Condition

- a. The Lake Limerick Water System remains healthy with reliable water availability to all customers
- b. Well sites 1, 3, 4, 5, and 6 are operating normally and are monitored 24/7 through the SCADA computer system
- c. Well # 2 is currently being evaluated for capacity, water quality, and upgrades for electrical and filtration systems. Chris McMullin, our water manager, has submitted a Project Approval Request (PAR) which will include electrical modifications. The project will be completed by Coast Controls for approximately \$14,000 plus WSST

## 3. Water Financials

- a. In order to provide the most accurate information final review and approval of financial data by the Water Committee occurs one month in arrears. The data for December is included in the BOD packet.
- b. Annual Revenue is as anticipated and well within the range of normal budgeting.
- c. Total operating expenses YTD are below budget due to careful spending and fewer major projects being started which means net operating income is about \$75,614 for January 2023. Expenses will even out during the 2<sup>nd</sup> and 3<sup>rd</sup> fiscal quarters with projects slated for warmer weather.
- d. Cash on hand is included in the BOD meeting packet financials. \$66,012 for well and main line reserves were received.
- e. Accounts receivable continue to drop. A chart of accounts was not available for this report. Shut-off warning letters and notices continue to be sent out resulting in many accounts being brought up to date or payment plans arranged. Rhonda continues to successfully work with members to reduce accounts receivable.

## 4. Water Manager's Update:

- a. Water sampling conducted monthly for coliform bacteria continue to come back satisfactory
- b. Fencing for Well #3 has been completed.
- c. LLWS had 6 regular locates and 1 Emergency locate.
- d. Lake Limerick Water System in coordination with Javier and the greens crew repaired a leaking water service that serves 440 and 450 Penzance. We were able to do the repair with no water outage.
- e. Meter Reading Laptop- The meter reading laptop has 2 out of 3 USB ports burned out, it also did not want to charge over the last month. Kyle with Hood Canal Communications has taken it to assess whether parts can repair it or whether to replace it, or both.

## 5. Forgiveness Requests:

- a. One new request has been made in the amount of \$843 for Div. 2, Lot 015. The Water Manager has confirmed that the repairs were made correctly and recommended to the Water Committee to approve the request.
- b. Once the WSP is approved the Water Committee will work with the water manager to update forgiveness procedures.

## 6. Water System Plan Completion: A final draft of the Water System Plan and the Emergency Response Plan showing all editing has been shared with the BOD this week.

7. **New Fee Schedule:** The Water Committee is continuing work on a miscellaneous fee schedule to more accurately reflect the costs of extraordinary services. These fees will be paid for by the end-user rather than come out of the water budget.
  
8. **Water Committee Elections:** Four members have applied for two open positions on the Water Committee. We ask that HOA members keep in mind that the Water Committee develops and manages a budget, recommends expenditures and other money management to the CAM and BOD, creates and monitors short and long-term plans and is responsible to the HOA for water system oversight. Without a well-functioning Water Committee maintaining a high-quality water system responsibility would fall directly on the BOD or on a costly professional management and engineering company. The committee members have engineering, financial management, human resources, electrical and electronic technology, small business, and public corporation management experience which significantly aids in maintaining an excellent water system. We hope that HOA members will keep this in mind when they vote in April. With the above in mind, I also want to remind the community that there are two Water Committee positions coming up for election in April. We encourage you to apply, especially if you have expertise in the above areas.

Kelly Evans

LLCC Water System Committee Chair

## **PROJECT APPROVAL REQUEST**

**Project Name: Well #2 Electrical Upgrade/Return to Service**

**Date: 3/9/2023**

1. The person or Committee proposing the project: Chris McMullen/Water Manager
2. The project's description/scope includes Restore Well #2 to service, upgrade electrical and replace the current VFD
  - This project would restore well site 2 to service. It would update all of the electrical in the building and upgrade our current VFD to one that is correctly sized for the well pump.
  - The project's purpose and the value LLCC members will receive from the completed project include retaining our water rights to this sight, additional volume to the water system if required and an additional source for water if we have another well site down for maintenance, repairs, etc.

The approximate cost for this would cost 14,000 plus tax

The project would be completed by Coast Controls Inc. in coordination with the Lake Limerick Water System. The project would take approximately 1 week to complete after all of the components have been ordered and received (could take up to 4 months to receive all products).

This project is currently in the water budget.

I believe this project is critical for the Lake Limerick Water Department to continue providing safe and reliable drinking water to the community.