

# Lake/Dam Committee Meeting Minutes

Saturday, March 5, 2022

VIA ZOOM

Meeting Called to Order 9:30 am

Committee Members Present:

Lou Jackson  
Tim Reber  
Jarred Foss  
Dave Kohler  
Karen Kohler  
Maureen Glenn  
Steve Glenn

John McRoberts  
Dennis Muretta  
Deanne Landsverk  
Duane Landsverk  
Teddy Lovgren  
Pat Paradise  
Mandy Paradise

Committee Members Absent: Dorothy Powter

Committee Members Excused: Joel Gray

Committee Members on Leave of Absence: Kelly Evans, Jack Betterely

Guests:

John Ingemi – Div. 3, Lot 246

Dan Bussler – Div. 5 Lot 92

Vern Duggan – Div. 2 Lot 253

Dean Dyson – Div. 5 Lot 200

Steve Saylor – Div. 2 Lot 126

Roger Milliman - CAM

Chairperson's Opening Comments: None

Approval of February 5, 2022, meeting minutes: Deanne moved to approve the minutes, seconded by Lou.

Discussion: The committee discussed the appropriate protocol for amending the "draft" minutes prepared by the Secretary. Modifications/Edits made outside of the committee meeting are not always known by all members of the committee. Should there be necessary modifications/edits those should be made during this discussion portion of the motion. To that end several modifications were submitted for the February 5 minutes. Those edits will be incorporated into the meeting minutes and will be submitted to the office as "Final Meeting Minutes".

Motion amended to approve the meeting minutes with agreed upon edits and corrections. Those edits and corrections to be incorporated in the "Final" version of the meeting minutes.

Motion passed.

Correspondence: None

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Status of February motions to the Board:

**Motion #1:** Motion made by Deanne: Move to request the LLCC Board of Directors adopt the Lake Patrol Guidelines as presented (subject to amending this document allowing for Park Hosts and LLCC Staff to serve on the Lake Patrol). Second by Dave.

Motion carried unanimously. **FAILED TO PASS – REFERRED BACK TO COMMITTEE FOR MODIFICATIONS.**

**Motion #2:** Motion made by Joel: Move to request the LLCC Board of Directors adopt the LLCC Dock Guidelines as presented. Second by Dave. Motion carried unanimously. **PASSED**

**Motion #3:** Motion made by Deanne: Move to request that the Board of Directors form a subcommittee to draft a job description with Roles and Responsibilities for utilization in the hiring of a full-time person tasked with the oversight of Special Projects and Facilities Management of LLCC assets with a specific emphasis on lake health. Second by Duane. Motion carried unanimously. **PASSED – BOARD ESTABLISHED A SUBCOMMITTEE**

**Motion #4:** Motion made by Deanne: Move for the Board to direct the CAM (or to establish a work team) to create a permanent Audio/Visual conference space for conducting hybrid committee/community/Board meetings that would enable members to participate either virtually or in person. Second by Mandy. Motion carried with 3 abstentions. **TO BE CONSIDERED BY BOARD UNDER NEW BUSINESS AT NEXT BOARD MEETING**

**Motion #5:** Motion made by Karen: Move that the Board direct Roger (CAM) to provide information regarding the long-term electronic storage strategy for archiving committee documents along with the naming and filing conventions used for continuity and consistency across all LLCC committees and Board records. We would also request options be provided for a platform where committee members (of all LLCC committees) can collaborate, comment and post documents. Second by Lou. Motion carried unanimously. **TO BE CONSIDERED BY BOARD**

CAM Report/Projects/Maintenance Work Orders: Roger submitted a written report to the committee – copy attached.

- Roger requested that the committee review a draft letter for submission to the Washington State Dam Safety Office regarding maintenance of the dam valve.
- We are no longer required to renew our HPA permit every 5 years for the installation and removal of the weir boards. (Would request that Roger provide that documentation for attachment to these meeting minutes for continuity of information).

❖ **SEE MOTIONS TO BOD**

Parks Report: Maureen/Steve ~ Parks are looking good. There is an increase in the goose poop at our parks. The bathroom roofs need to be cleaned. Normal winter storm debris needs to be cleaned up.

Dock/Float Permits: Teddy ~ One new dock permit Div. 1 Lot 36.

Boat Registrations: Jarred ~ None

## **OLD BUSINESS**

Budget – Update: Per Roger the Budget process will begin in May.

Lake Patrol Mission Statement: Jarred provided a mission statement to the committee for consideration.

❖ SEE MOTIONS TO BOD

Community Signage: Dennis ~ Awaiting proofs for approval

Lake Leprechaun Clean Out Project: Steve/Maureen/Tim ~ Core sampling completed, waiting for results. Once results are received, we can proceed to prepare Phase 2.

Park Hosts: Dave has advertisements out for Park Hosts. We still have 2 open spots for the upcoming season. We may want to consider which parks have a bigger need for a park host. Log Toy has more usage than Tipperary so we may want to make sure that park has coverage in lieu of Tipperary.

Docks/Floats Compliance: Nothing to report.

Weed Treatment: The minutes for our Zoom meeting with Lake Advocates have been completed. Mandy moved to approve the work team meeting minutes from the December 2021 meeting. These will be amended to clearly state that these are minutes from a work team meeting and not a Lake/Dam Committee meeting. Second by Jared. Passed unanimously.

Lake Long Term Health and Welfare: A historical "scope of concerns" was shared with committee members. This is a larger issue than just how close lawns are to the lake. There needs to be an educational component that helps all community members know how they can help mitigate run off into our lakes. It was noted that the golf course has switched to a non-phosphorous fertilize for the golf course. This will be a multi-faceted approach and small steps can be taken now. A sub-team will be formed in May to look at the many approaches and bring forth recommendations to the full committee.

Long Term Vision for Park Restrooms and Park Improvements: The committee will be recommending a survey of our community members to determine their wants and needs for the future of our parks (ie. Pergolas, picnic table, BBQ pits, swimming areas, restrooms (year-round accessibility, etc.)). This draft survey will be sent to committee members from Teddy. A subcommittee was formed to work on this. Those members include: Dennis, Dorothy, Joel, Pat, Steve and Deanne

Dock and Float Guidelines: These have been approved by the Board and posted to the LLCC website.

## **NEW BUSINESS**

Project Manager Position: The Board has formed a subcommittee on this topic.

Focal for New PARS: Due to time constraints this item was not discussed.

Fishing Derby: Fishing Derby will be held on April 23<sup>rd</sup>. Anyone interested in volunteering should contact Dennis. The hope is that we will be able to host a “normal” (ie. Pre-COVID) event this year. Tim will work with Dennis on this along with the fish plant into Lake Leprechaun.

Future Meetings: Due to time constraints this item was not discussed. The Board has taken our request for hybrid meeting capabilities in the future under consideration.

Records/Networking Options: This has been undertaken by the Board.

Greenbelt Committee: Due to time constraints this item was not discussed.

Spring Newsletter: Mandy will prepare this on behalf of the committee. Any inputs/recommended edits must be received by her deadline to make it into the final version for publication.

Other Topics: Pat Paradise has provided a historical document regarding the easement from the Frank Foundation for our sediment ponds. This can also be found on the LLCC website. Due to time constraints, this issue will be top priority at our April meeting.

GUEST INPUT: None

COMMITMENTS: Commitment being tracked by committee chair.

### MOTIONS TO BOD

**Motion #1:** Motion made by Jarred: Move that the LLCC Board of Directors approve and send the proposed letter (attached) to the Dam Safety Office requesting a change in the valve maintenance requirements. Second by Dave. Motion carried unanimously.

**Motion #2:** Motion made by Dennis: Move to request the LLCC Board of Directors adopt the LLCC Lake Patrol Guidelines as presented. Second by Duane. Motion carried unanimously.

Next Meeting – Saturday, April 2, 2022, commencing at 9:30 am – to be conducted via ZOOM.

Meeting Adjourned at 11:30pm.

Attachments:

Cam Report  
Lake Patrol Guidelines  
Draft Letter to Washington Dam Safety Office

Look Ahead:

March 19<sup>th</sup> – Board of Directors Meeting  
April 2<sup>nd</sup> Lake Dam Committee Meeting  
April 16<sup>th</sup> – Board of Directors Meeting  
April 23<sup>rd</sup> – Fishing Derby  
May 7<sup>th</sup> – Lake Dam Committee Meeting

DRAFT

## LD CAM Report

March 5, 2021

### Water testing plan

- Contacted Lake Advocates requesting early April date to train water sampling
  - o Requested recommendations for Temperature / Dissolved Oxygen Probe & PH level probe
- Contacted IEH Labs requesting water sample containers

### Data level loggers

- Data has been collected since January 19
  - o Includes water temperature, level, and barometric pressure

### Dams O&M inspections

- o Dam inspections continue monthly

### Leprechaun spillway diverter

- Parts on order

### Survey dam monuments

- Installed

### Anglia dock cement pad replacements

- Scheduled to complete Friday March 11

### Leprechaun spillway gate valve & Limerick butterfly valve

- See DSO letter
- Requesting LD approve letter eliminating requirement to maintain per Ken Martig recommendation

### Cranberry Lake

#### Storm Water Detention Structure

- LLCC established 1989 easement with Frank Foundation
- Structure engineered by Martig Engineering and built
- Schedule LD/BOD field trip

# LAKE LIMERICK COUNTRY CLUB LAKE PATROL GUIDELINES

## 1.0 PURPOSE

The Lake Limerick Country Club (LLCC) sponsors a volunteer Lake Patrol on Lake Limerick during the summer season (mid-April through the end of October). The function of the Lake Patrol is to monitor general boating and recreational activities on the lake for general compliance with approved and published Lake Safety Rules and Guidelines. The goal of the Lake Patrol is to positively contribute to safe recreational lake usage by noting rule violations and educating members on proper safety practices. This document standardizes Lake Patrol operating procedures including membership, responsibilities, patrol operations and incident reporting and emergency situations.

## 2.0 LAKE PATROL MEMBERSHIP GUIDELINES

The LLCC Lake Patrol is an all-volunteer Lake Limerick Country Club function. Membership guidelines are as follows:

1. The Lake Patrol is led by a designated captain assigned by the Lake Dam committee. The captain is required to be an LLCC member in good standing and is responsible for coordinating all aspects of Lake Patrol activities (see 3.0).
2. Lake Patrol membership is strictly on a volunteer basis. Lake Patrol members must be LLCC members in good standing or LLCC staff or park hosts and at least 18 years of age.
3. Lake Patrol members must commit to a minimum of one complete season unless extenuating circumstances develop over the course of a season which restricts their availability.
4. Lake Patrol members must have a Washington State boater education card (unless exempt).
5. Lake Patrol members are encouraged to get approved training in safe boating practices, first aid and CPR.

## 3.0 LAKE PATROL CAPTAIN RESPONSIBILITIES

The LLCC Lake Patrol captain is lead of the Lake Patrol function and has multiple roles and responsibilities. These include;

1. Maintain a log of all Patrol members including contact information. Encourage and promote new membership.
2. Develop and manage a calendar of Patrol activities
3. Maintain a log of important safety contacts including local fire and police departments, Coast Guard and key community members. Assure a copy of the contact list is in the Patrol boat for ready access.
4. Attend Lake Dam committee meetings and report status of Patrol activities (unless his/her meeting participation is excused).
5. Review, approve and coordinate all member boat registration requests with the Lake/Dam committee
6. Provide training to all Patrol members on Lake Limerick Rules and Safety Guidelines, Washington State and Coast Guard boating rules and regulations and general operating procedures of the Lake Patrol.
7. Develop and maintain an Incident Log to record safety incidents/infractions encountered during normal Patrol activities (see section 5.0). Educate Patrol members on requirements for documenting incidents in the log. Prepare LLCC Incident/Complaint forms on a weekly basis (see 5.0.1)

## 4.0 LAKE PATROL OPERATIONS

The Lake Patrol is intended to be a community friendly function, not a security force, and is focused on helping members understand and execute safe boating and water recreation on Lake Limerick. It is the member's responsibility to exercise proper judgement and caution when participating in water recreation. Members are also responsible for their own safety. To accomplish its objective, the Lake Patrol is tasked with conducting on-lake patrols to monitor general activities, identify and correct unsafe practices and document/report on any incidents encountered. This responsibility encompasses recreational, fishing and personal/casual (kayaks, canoes, swimming, other) water activities.

## LAKE LIMERICK COUNTRY CLUB LAKE PATROL GUIDELINES

On-lake patrols should focus on the following emphasis areas;

1. Conduct on-lake Patrols during times when lake usage is the busiest. The LLCC Lake Patrol boat should be used for all Patrol activities. Patrol member boats may be used with the approval of the Lake Patrol captain. Any private boats must have a clearly visible "Lake Patrol Boat" sign.
2. Observe boating and other activities for unsafe practices and violations of the approved "Lake Safety Rules and Guidelines" Instruct offending individuals on proper practices.
3. Verify boats on the lake have proper LLCC registration decals.
4. Identify public recreational boaters (public access is restricted to fishing only) and request they leave the lake. The Patrol may escort unauthorized boats to the boat launch if necessary.
5. Assure boat speed limits and times are observed.
6. Document all incidents or infractions observed on the incident log including nature of activity, time and date, member name and lot number and LLCC registration tag numbers. Patrol members may also issue verbal warnings to boat operators and capture visual evidence of infractions with an on-board camera system.

### 5.0 FORMAL INCIDENT AND INFRACTION REPORTING

The Lake Patrol, as previously discussed, is responsible for maintaining a log of significant safety incidents and infractions encountered while on patrol. LLCC members are also encouraged to report incidents they observe to the LLCC office who will then forward them to the Lake Patrol captain for processing. On a weekly basis, the Lake Patrol captain will formally document all incidents/infractions recorded in the incident log on the LLCC Incident/Complaint form and forward them to both the Compliance and Lake/Dam committees. Guidelines for incident reporting are as follows:

1. The LLCC Incident/Complaint form (see LLCC Website, Association Documents) shall be used to document boating incidents/infractions that are encountered during patrols. These reports shall be forwarded to both the Compliance and Lake Dam Committees and filed in the LLCC office.
2. Incidents reported should represent clear violations to the Lake Rules and Safety Guidelines document. Incidents may be categorized into three distinct types; a) minor rule infractions b) major rule infractions which represent significant safety concerns and c) repeat violators
3. Minor infractions are those which do not pose a significant safety hazard such as improper or missing registration decals, disregarding no wake zones, having an oversized vessel on the lake and others at the discretion of the Lake Patrol captain.
4. Major infractions include those which could result in physical harm to individuals. This includes lack of safety flags on-board or in-use, excessive swerving or cutting across boating lanes or buoy lines, turning sharp donuts while pulling skiers or tubers, sitting on boat bows or sides or standing due to overloading when underway and others at the discretion of the Lake Patrol captain.
5. Issuance of fines or other corrective action resulting from Lake Patrol reports is the responsibility of the Compliance committee. The Lake Dam committee shall be provided copies of all proposed fines.

### 6.0 EMERGENCY OPERATIONS

If emergency situations are encountered during Lake Patrol, such as fire, physical injury, boat collisions or potential drownings, the Lake Patrol is tasked with;

1. Immediately providing on-site aid to all involved individuals
2. Requesting emergency support by calling 911 and also notifying the LLCC office to provide situational awareness. Lake Patrol members should always have a cell phone available when on patrol.
3. If emergency aid is required (ambulance, fire department or sheriff's office), first responders should be directed to the nearest LLCC park or the WDFW boat launch. Patrol members may transport individuals to this site if they feel they will not cause further injuries to involved individuals.
4. Stopping all boating activities in the immediate vicinity of the incident
5. Gathering relevant incident information and witness information for post incident reports