

# Lake Dam Committee Meeting Minutes

2 March 2024

Call to Order - Meeting called to order at 9:30am.

Roll Call Committee Members: (P)=Present; (A)=Absent; (E)=Excused

Lou Jackson (P)	Teddy Lovgren (P)	Deanne Landsverk (A)
Dennis Muretta (P)	Jarred Foss (P)	Duane Landsverk (A)
John McRoberts (E)	Pat Paradise (P)	Dave Kohler (P)
Maureen Glenn (P)	Brian Smith (P)	Karen Kohler (P)
Steve Glenn (P)	Kelly Wieland (A)	Hannah Landsverk (P)
Joel Gray (E)		Erik Landsverk (A)

Guests: John Ingemi 3-244, Dan Bussler 5-92, Dean Dyson 2-200, Mike Berni 3-083, Tammy Fletcher 3-317

**Chairperson's Opening Comments:** Teddy Lovgren

Jarred volunteered to take meeting notes for today's meeting.

Squaxin Island Tribe submitted their project proposal titled "Mason and Limerick Lake Management for Streamflow Benefit Feasibility Study" to obtain funding under the Water Resources Stream Flow Restoration Program. It included a letter of support from the LLCC community approved by the BoD; signed by the Board President.

**Meeting Minutes approval**

Dennis proposed, Lou seconded a motion to accept the February meeting minutes; unanimously approved. [ [see Attachment 1](#) ]

**Correspondence** – Pat asked about the status of the Park Host background check for Roger Hagerty; is it still pending, who does it, what agencies, etc? Dave raised concern that it's been 4 weeks since the application was submitted; in the meantime, the candidate is making his way up to Washington from Texas. The background check has been delayed because the Office staff has been out with Covid; Mike Berni and John Ingemi offered to follow up with Christy on Monday to see if they can help.

**Motions to the Board Status** – New Park Host Roger Hagerty APPROVED subject to background check. Lake Patrol Guidelines and Vessel Registration Procedures And Forms document updates APPROVED.

**CAM REPORT:** A CAM report was not submitted for this reporting period. Monthly/cum to date financials pending catch up by the newly hired accounting service. Data Logger information was distributed to Lake Dam members. Discussion ensued on lake measurements data (level, temperature, barometric pressure, etc.) and how to convert the data into meaningful, usable information. It is unclear where this data is kept, how far back it goes, who receives it other than Lake Dam (i.e. Lake Advocates)? Teddy will check with Roger and Lake Advocates.

**Parks Report:** Maureen and Steve –went over the report noting that vandalism has increased significantly (tagging signs and play toys, damaging picnic tables, etc). Dennis noted that the tagging has been cleaned up and damaged tables have been removed by Facilities. Trail cams have also been installed at 3 parks in an effort to catch the perpetrators. [ [see Attachment 2](#) ]

**Docks/Floats Permits:** Teddy – Recommended approval of Shaffer (2-272) application for Dock replacement & new Boat Lift. New dock application for Mirante (01-62) under review.

**Boat Registrations:** Lou - No new registrations.

**LD Action Item List:** Teddy - Reviewed action items and status updates. [ [see Attachment 3](#) ]

## **SUBTEAM REPORTS**

**Long Term Lake Health:** Brian will coordinate a subteam meeting later this month once all the members are present to review and discuss the reports received from Lake Advocates.

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**Parks Improvement:** Dennis and Gerardo met with a PUD Engineer and the RAM Electrician regarding installation of a 100amp service at Banbury (to accommodate re-installation of a 50-amp RV plug). It was determined that there were no significant issues with accomplishing this upgrade and the PUD engineer agreed to process a written approval to our permit request. This upgrade will be completed prior to park host arrival.

**Lake/Dam Operations** – Dennis reported for Joel.

**Inn Island Bridge Repair** – Inn Island bridge needs minor repairs (paint of metal structure, replace handrail bracing) per Structural analysis but is safe to use. These repairs will be accomplished when the weather permits. Facilities is planning to do further probing and evaluation of the structural support beams that are showing signs of deterioration.

**Inn Island Shoreline Stabilization** - Chris met (via Zoom) with Andy from Mason Conservation District (MCD) and discussed their proposal estimate for developing a plan to stabilize the Inn Island shoreline from further erosion and provide improved access from the island to the swim area. MCD acknowledged their proposal was light on detail and committed to submitting an update.

Brian raised the concern that these projects, because of their complexity and importance to the community, need a full-time Project Manager, vs the part-time support being provided by our Water System Manager (who has a full-time job maintaining the water system). Brian made a motion, seconded by Lou, for the BoD to hire a dedicated project manager to work on high priority projects critical to the long-term well-being of Lake Limerick. The motion passed with one abstention.

**\*\*See Motions to Board\*\***

### **OLD BUSINESS:**

1. Special Projects Manager – pending organization restructure and hiring of a General Manger.
2. Network Drive for Committee Use – Teddy and Dennis met with Mitch to discuss options for establishing a network drive for committee use (Google, Microsoft, etc).
3. Lake Shore Compliance Audit – A volunteer is needed to lead/manage this effort... no one has volunteered.
4. Inn Park Sport Court Improvement Proposal Update – no new status
5. Park Host Status – Dave: still waiting on the Office to process a background check for a new host.
6. Fishing Derby 2024 – Dennis provided a quick summary of ongoing derby planning activity (fish plant, donations solicitation from members and local businesses, etc.).
7. LLCC Newsletter Input due to Office by April 1<sup>st</sup> – Hannah is consolidating all Lake Dam inputs; making good progress but missing a couple inputs. Dennis will submit input for Joel's assigned topics.

### **NEW BUSINESS**

1. Vessel Re-Registration discussion/decision – Teddy stepped thru the report on LLCC Vessel Registration Status dated 26Feb2024 that was provided to the Committee. Findings: 1) after an extensive search the binders containing 200 to 250 member vessel registration documents are no longer available, 2) QuickBooks contains a listing of 47 boat tags numbers, 3) Of the 47 listed in QB not all registration forms are filed in the electronic dirt files. Since we do not have a complete listing of all the current registered boat owners, a re-registration effort will require reaching out to the entire HOA membership. The previous re-registration process took 3 years to complete. Substantial discussion ensued. Pat made a motion, Jarred seconded, to defer further conversation of vessel registration to next month's Lake Dam meeting and move the topic to Old Business. Votes were as follows: 5 yeas, 3 nays, 0 abstained; motion was approved. [ see Attachments 4 & 5 ]

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2. Lake Patrol Admin Docs/Forms – Lou went over Lake Incident Tracker and Lake Patrol Log forms. Discussion ensued and questions about the proposed process were raised. Lou took an action to put together the process flow (steps) and provide an example of how the Log and Incident Tracker will be completed by the Lake Patrol, which would lead to the generation of a complaint form submitted to the Compliance Committee. The question was raised as to how and where these documents would be stored; more discussion is required/planned. [\[ see Attachments 6 & 7 \]](#)
3. Date/Time for July 4<sup>th</sup> Boat Parade – Lou: July 6<sup>th</sup> at 7pm
4. Boat Usage Fee – No decision has been made by the BoD to this proposal. Lake Dam remains adamantly opposed to the idea of a boat usage fee and strongly encourages all LDC members to attend the next Board meeting (9:00am Saturday March 16<sup>th</sup>) to voice their concerns.
5. PAR Resolution 2017 – Committee comments on this Resolution were provided to BoD. Pat has been collecting the inputs and is waiting on BoD direction on what to do with the data. The PAR Resolution has been posted to the website.

### **Guest/Other Input**

John Ingemi – the By-Laws & Declarations Committee is looking for feedback from each of the committees regarding use of amenities by renters (long term, VRBO, etc). There was a lot of discussion on this topic. Lake Dam suggests the Board form a subcommittee made of members from each of the Committees to address and make recommendations. The BLD Committee is making a motion to the BoD to move the annual membership meeting from October to September to align with the budget approval process.

Dennis – Inn Committee is looking for volunteers to help with installing pavers in front of the Inn Restaurant which will effectively extend the patio area.

Lou – Lake Patrol has created a signup sheet/scheduling calendar for Lake Patrol that looks great and will be trialed for the upcoming boating season. Also noted that we need more volunteers for Lake Patrol duty. There are only 3 volunteers plus Lou currently for Lake Patrol duty. [\[ see Attachment 8 \]](#)

### **Review of Commitments & Action Items:**

1) Teddy will reach out to Roger on where the data Logger/lake level information is stored and how far back data is available and to whom it is distributed. 2) Lou will develop a process chart with examples for how the Lake Patrol Log and Incident forms will be used and feed into a Complaint form.

**Review of Motions to the Board:** See Motions to the Board below.

**Motion to Adjourn:** Lou made a Motion to adjourn, Teddy seconded, the motion was unanimously approved; meeting was adjourned at 12:14pm.

Many thanks to Jarred and Dennis for providing notes for the Meeting Minutes

Next Meeting – Saturday, April 6th, 9:30am in the Crow's Nest

### **Look Ahead:**

March 16 – Board of Directors Meeting

May 4 – Lake Dam Committee Meeting

April 6 – Lake Dam Committee Meeting

May 18 – Board of Directors Meeting

April 20 – Board of Directors Meeting

June 1 – Lake Dam Committee Meeting

April 27 – LLCC Fishing Derby (6am – 1pm)

June 15 – Board of Directors Meeting

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### **Motions to the Board**

The Board is requested to hire a dedicated project manager to work on the high priority projects for the long-term well-being of Lake Limerick.

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## Lakes, Dams and Parks Work Orders Log: 04 April 2024

Date	Priority (1,2,3)	Work Order Number	Task	Safety Issue (Y/N)	Assigned to	Due Date	Completion Date	Requestor/ Task POC	Project Status
8/2/2023	1	2023-31	Inn Island Shoreline Stabilization	Y	Chris	TBD		LD / BoD	<p>4/4/24 -- Skilling Co. to review in person ECD TBD. LDC not available, recommended contacting Tebaldi; Chris to reach out to them, KFFF has not responded (considered not interested). Chris will also reach out to MC2's recommended contractors.</p> <p>3/21/24 -- Chris has reach out to 3 engineering companies (LDC, Skilling, KPFF) to assess interest in proposing a stabilization solution. Some factfinding with LDC has occurred. Responses expected by 29 March.</p> <p>3/07/2024 ZOOM mtg held with MCD and Chris, Teddy and Dennis. During the meeting, need for more specificity in current MCD plan was expressed. MCD agreed. After the meeting, MCD notified Chris that they are withdrawing from project. Chris to explore other companies.</p> <p>2/22/2024 Chris has scheduled Zoom meeting with MCD. 2/08/2024 Chris contacted MCD and suggested a ZOOM meeting to discuss their proposal. Awaiting reply.</p> <p>1/25/2024 Chris received estimate of \$18,800 from MCD to conduct phase 1 planning study. Output is Engr. construction spec. included design concept, schedule and cost to implement. Chris expecting second estimate from HTR. Dennis to determine what funding is currently authorized for this work. 1/11/24 -- Chris expected to hear from MCD by end of January with proposed solution.</p> <p>2023 Archived</p>
8/2/2023	1	2023-32	Perform maintenance to Inn Bridge	Y	Chris	4/15/24 6/30/24 12/31/2023		LD / BoD	<p>4/4/24 -- Meeting with MC2 was held on 4/3 re: pursuing long term options for reinforcing the bridge's substructure. Chris will follow up with contractors recommended by MC2 and also gather data re: an aluminum replacement structure as a potential option.</p> <p>3/21/24 -- Chris to email Jacob from MC2 to reassess their recommendations re: Inn Island Bridge (based on LD and Maintenance's review of bridge and MC2s initial report).</p> <p>3/07/2024 Bridge inspection completed by Gerardo &amp; Dennis. Deterioration noted in several wooden structural beams. Information to be shared with firm who did bridge structural analysis.</p> <p>2/22/2024 Awaiting inspection by Gerardo. 2/08/2024 Visual inspection of bridge indicated substructure dry rot. That status shared with firm who conducted structural analysis. Next step is for Gerardo to physically assess extent of dry rot. 1/25/2024; Gerardo recommends all decking on bridge be replaced. He received a quote of \$3000 for materials. Dennis and Mike agreed to determine if maintenance funding is available for procurement, 1/11/24 -- No status provided.</p>
12/14/2023	1	2023-41	Chris to perform trade study to either replace / repair the Lake Lep valve or recommend renting pumps when necessary.	Y	Chris	2/28/2024		LD Committee	<p>4/4/24 -- Chris to work with Jeff (LLCC Mechanic) to give it "one last go" to uncease the valve mechanism by 18 April or provide a recommended fix / plan moving forward.</p> <p>3/21/23 -- Rental for pump is 1600/mo or 525/wk with a 24 hour lead time on rental. Chris will try again to break the valve free from its current seixed position when access is easier and will also work with Jeff in facilities to evaluate repairing/replacing the current guilatine mechanism.</p> <p>3/07/2024 Chris identified pump to lower lake level. Need to discuss with LA best strategy/timing for lake pump down.</p> <p>2/22/24 After meeting discussion with Chris indicates he is trying to locate rental pump which can be used to locally lower lake level in vicinity of Dam Valve. 2/08/2024 Chris not available for meeting. Gerardo to coordinate with Chris on planned next steps? 1/25/2024 Chris waiting for cost numbers on replacement pump/valve</p> <p>2023 Archived</p>
1/6/2024		2024-04	Replace the thermostat with a thermister in the heated bathroom at Banbury Park.	N	Gerardo	1/31/2024		Pat Paradise	<p>4/4/24 -- Closed. Thermostat seems to be working. Power currently off for the season. Issue to be readdressed next winter should the problem reoccur.</p> <p>3/21/24 -- thermistat is currently in a sealed cover/box which is preventing accurate temp readings (latency). Gerardo to drill multiple holes in box to allow better airflow and have more accurate temp readings. This may overtake the need for a thermister.</p> <p>3/07/2024 No change in status</p>
	1								

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1/11/2024	1	2024-05	Provide LD with actual expenditures for work done on Banbury park	N	Christy	1/17/2024		LD Committee	4/4/24 -- LCCC currently does not have ability to capture and report the desired data. Held for GM and consistent / reliable accounting. 3/21/24 -- No change in status. Held for new GM and accountant to address issue once the GM is on board. 3/07/2024 No new status provided 2/22/2024 No new status provided 2/08/2022 No New Status 1/25/2024 Held for office . No data provided. 1/11/24 -- Information needed in order for LD to know how much budget remains for additional pick-ups (eg. Electrical upgrade to revert to original RV power outlet etc). Provide data to Teddy for review and dissemination to LD Committee. 1/6/24 -- Per LD January Committee Meeting.
1/11/2024	1	2024-06	Work with USDA re: scheduling Geese Mitigation	N	Christy	1/31/2024 4/26/24		LD Committee	4/4/24 -- No change in status. 3/21/24 -- Mike to confirm count by 26 April and report to WDFW, per USDA recommended schedule. 3/07/2024 Mike requested that a goose count be conducted the first weekend in May 2/22/24 Mike reported no new change in status. 2/08/2024 USDA recommends getting a goose count and waiting until early March to decide on action plan. Mike to make sure we have a request form complete and mailed in. 2/01/25/2004 Mike Berni to coordinate with USDA on mitigation plan.1/11/24 -- John Ingemi was to work with office re: WO task. No feedback received. Time sensitive WO due to leadtime in working with USDA.
1/23/2024	2	2024-12	Replace picnic bench at Lake Lep Park with one of the 6 tables authorized in this year's budget.	N	Gerardo	3/31/2024		LD Committee	4/4/24 -- Dennis to obtain delivery schedule from Christy. Ted to provide Gerardo with location / map of desired placement of the tables. Gerardo with secure them to the ground with concrete, eye bolt and chains. 3/21/24 -- Benches ordered. ECD TBD. 3/07/2024 Christy reordered tables due to credit card issue 2/22/2022 New picnic tables on order per Christy. 2/08/1024 Recommendation to buy 6 picnic tables forwarded by Lake Dam to Christy/Tamra 1/24/2024 Lake Dam to order 6 authorized picnic tables. Steve/Maureen/Gerardo to determine placement and reallocation of replaced tables 1/20/24 -- Per Park Maintenance Monthly Report from the Glenns.
1/23/2024	3	2024-13	Assess boat launch at Lake Lep and propose repair solutions.	N	Gerardo	2/29/2024 5/31/24		LD Committee	4/4/24 -- No change in status 3/21/24 -- Temporary fix to be worked prior to 31 May. Reassess need for permanent fix at end of season. 3/07/2024 Start work pending return of Gerardo's helper. 2/22/2024 Temporary fix agreed to (cut off exposed edge of concrete and backfill exposed launch area with gravel. Reconcrete when lake level can be lowered. 2/08/2024 Gerardo to review and recommend plan. 1/20/24 -- Per Park Maintenance Monthly Report from the Glenns.
1/25/2024	2	2024-16	Erosion on edges of Way-to-Tipperary boat launch driveway	N	Gerardo	2/29/2024 7/31/24		LD Committee	4/4/24 -- No change in status. 3/21/24 -- No change in status. Will work as time permits with new ECD of 31 July. 3/07/2024 Gerardo indicates the opposite side of driveway also experiencing erosion. Plan to install drain pipe plus gravel. Start work pending return of Gerardo's helper 2/22/2024 No change in plan. 2/08/2024 Gerardo to fill with crushed rock 1/25/2024 - Gerardo to evaluate
2/8/2024	3	2024-17	Log Toy ADA Upgrade	N	Gerardo	9/30/2024 4/28/24		LD Committee	4/4/24 -- Progress advancing well. Gerardo, Alisa and Jeff are working hard and expect it to be completed prior to Park Host arrival on 4/28. 3/21/24 -- Water lines in work. Walls and balance of work needed to complete ADA plans to be worked as needed prior to 9/30/24 3/07/2024 No change 2/22/2024 Work to be deferred until fall season due to heavy work load.2/8/2024 Lake Dam released initial requirements to facilities.
3/29/2024	2	2024-21	Remove debris from fish ladder spillway.	N	Gerardo			LD Committee	4/4/24 -- Completed 4/3/24 3/29/24 - Per Park's report
3/29/2024	1	2024-22	Camera at Banbury not hooked up	N	Gerardo			LD Committee	4/4/24 -- Closed. Probably old camera since only trail cams are now being used in the parks. 3/29/24 - Per Park's report

Rating Status Color Definitions: Behind Schedule Schedule Risk On Schedule Completed

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3/29/2024	3	2024-23	Maintenance at Lep boat launch needed (remove asphalt chunks)	N	Gerardo			LD Committee	4/4/24 -- Addressed via WO 2024-13 3/29/24 - Per Park's report
3/29/2024	2	2024-24	Secure middle picnic table at Log Toy	N	Gerardo			LD Committee	4/4/24 -- Will be moved to Park Host location when he arrives on 4/28. 3/29/24 - Per Park's report
3/29/2024	1	2024-25	Discard broken picnic table at Tipperary Park	N	Gerardo			LD Committee	4/4/24 -- Will be discarded after new tables arrive and are placed. 3/29/24 - Per Park's report
4/4/2024	3	2024-26	Address fish ladder weir board responsibility and schedule once input from Squaxins is received (Place holder WO, pending input from LD / Teddy)	N	Gerardo			Teddy Lovgren	4/4/24 -- Place holder WO. No action from Maintenance is required at this time.

PARK MAINTENANCE MONTHLY REPORT

DATE  
3/29/24

Friday

	YES/NO	Needs Attention
<b>ANGLIA BEACH</b>		
Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
Dog Station has poop bags available?	Yes	
Litter picked up?	Yes	
Restroom is cleaned and stocked? (Done Mon & Fri May1-Oct 31)	locked	
Lawn mowed recently?	N/A	
Ground debris cleaned up? ☺	Yes	
All debris removed from spillway?	No	X
Safety floats are above the water at the spillway?	Yes	
Notes:		
Dead goose on safety float		X
<b>BANBURY PARK</b>	YES/NO	
Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
Dog Station has poop bags available?	Yes	
Litter picked up?	Yes	
Restroom is cleaned and stocked? (Done Mon & Fri May1-Oct 31)	locked	unlocked
Lawn mowed recently?	N/A	
Ground debris cleaned up? ☺	Yes	
Notes: Black camera not hooked up		
<b>CLUBHOUSE/INN</b>	YES/NO	
Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
Dog Station has poop bags available?	Yes	
Litter picked up?	Yes	
Lawn mowed recently?	N/A	
Ground debris cleaned up? ☺	Yes	
Are pathways swept?	Yes	
Is the roof free of debris?		
Notes: goose poop on island (geese too!)		X

		YES/NO	Needs Attention
<b>LEPRECHAUN PARK</b>	Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
	Dog Station has poop bags available?	Yes	
	Litter picked up?	Yes	
	Lawn mowed recently?	N/A	
	Ground debris cleaned up?	Yes	
	Debris removed from spillway?	Yes	
	Notes:		
	Boat launch chunks still in lake 2 picnic tables/benches need to be removed		X X
<b>LOG TOY PARK</b>	Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
	Dog Station has poop bags available?	Yes	
	Litter picked up?	Yes	
	Restroom is clean and stocked? (Done Mon and Fri May 1-Oct 31)	Locked	
	Lawn mowed recently?	N/A	
	Ground debris cleaned up? ☺	Yes	
	Notes:		
	Goose poop on lawn Middle picnic table needs a chain		X X
<b>OLD LYME PARK</b>	Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
	Dog Station has poop bags available?	Yes	
	Litter picked up?	Yes	
	Restroom is clean and stocked? (Done Mon and Fri May 1-Oct 31)	Locked	
	Lawn mowed recently?	N/A	
	Ground debris cleaned up? No on lower level Yes on upper level		X
	Notes:		
<b>WAY TO TIPPERARY</b>	Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
	Dog Station has poop bags available?	Yes	
	Litter picked up?	Yes	
	Restroom is clean and stocked? (Done Mon and Fri May 1-Oct 31)	N/A Locked	
	Lawn mowed recently?	N/A	
	Ground debris cleaned up? ☺	Yes	
	Notes: Side of launch needs drain tube & riprap Picnic bench broken needs to be removed		X X

## Lake Dam Committee Action Item Status

As of: 1April2024

Commitments & Action Items	Date Assigned	Assigned To	Due Date	ECD / Status
Perform Shoreline audit in Spring 2023 for non-compliances; non-permitted boat lifts/docks/floats, unauthorized intrusions/constructions, e.g. beach retaining walls, fences, etc.	7-Jan-23	Lake-Dam	TBD	<p><b>6Jan2024</b> Using list provided by Duane (5Jan2024) need volunteer to develop audit check sheet. Placeholder for Spring/Summer LD Committee activity.</p> <p><b>Volunteers will be needed.</b></p>
Park Restroom Updates Expenditures	2-Dec-23	Dennis	TBD	<p><b>6Dec2023</b> LLCC Office requested to support audit. Obtain an accounting of expenditures to date vs budgets for the Park Restroom updates.</p>
Data Logger (Lake temp, level, etc.) historical data availability, storage, etc.	2-Mar-24	Teddy	Next LDC Meeting	<p style="text-align: center;"><b>Closed</b></p> <p><b>14Mar2024</b> Roger indicated all records are either on the network drive or LD paper files (history) in storage room; electronic going back to January 2022 confirmed with Christy.</p> <p><b>2Mar2024</b> Will check with Roger on location and availability of measure Lake Limerick data and distribution/users (Lake Advocates?).</p>
Lake Patrol Admin Forms Usage Demo	2-Mar-24	Lou	Next LDC Meeting	<p><b>2Mar2024</b> Lou will develop a process chart with examples for how the Lake Patrol Log and Incident forms will be used and potentially feed into a Complaint form</p>