

Twin Harbors Property Owners' Association
Board of Directors Regular Meeting
Saturday, February 12, 2022, at 8:30 a.m.
Onalaska City Hall

MINUTES

- 1) Jimmie (Corky) McCorkle called the meeting to order at 8:32 am.
 - a. Members in attendance: Debbie Tanner, Jimmie (Corky) McCorkle, Tim Campbell, Joseph Polizzi, Steven Eckert, Don LeRoux, and Bob Price
 - b. Members absent: Barbara Dickens
 - c. Residents in attendance: Gary Sanders, Sandra Jaynes, Jon & Doris Nelson, William (BB) & Kay Brown, Gary & Julie Belcik, Conan and Elizabeth Harris, Michael Farr, Lana Shadwick Price, Doug & Theresa Lehr, Loretta Gray, Greg Yost, Osmil Canel & 2 family members.
 - d. Guest Speakers: Devin Wars, ChurchStreet Financial Group
 - e. The Pledge of Allegiance was said, and Bob Price led us in Prayer
- 2) Steve Eckert reviewed the meeting guidelines for today's meeting.
- 3) Guest Speakers
 - a. Devin Wars, Church Street Financial. THPOA insurance agent. Ms. Wars detailed the coverages of the THPOA and ARA board members. Several hypothetical questions were posed regarding the THPOA board members & the ARA members, if they were covered during certain circumstances while conducting duties in the performance of their duties. If a board member acts outside of their scope, then they aren't covered by the policy. The policy was emailed to the THPOA President in October 2021.
 - b. Lee Parrish, Onalaska City Building Inspector was not able to attend.
- 4) Old Business

At the January 8th Board meeting Bob Price made a recommendation that previous year's financial records be sent to the accounting firm for audit, however it wasn't voted on. Bob Price made a motion to send the financial records to the auditing group for audit, Steve Eckert seconded motion. All board members approved.
- 5) Public Forum

Doug Lehr: Resident stated he hadn't read or reviewed the financial documents but wanted to ask questions regarding the documents.

Q1: Were the recommended actions made by the finance and accountant review completed? Where can he find the changes made in the financial records he received?

A1: The audit found errors on transfers and those were corrected when Laurie found them during the year. The audit was for 2020-2021 and it was processed during that accounting period. We are now in the 2021-2022 financial period.

Q2: Why isn't the minutes on the website for December 2021?

A2: Debbie Tanner will check to see why they have not been uploaded to the website; it was probably just an oversight by the IT person. She will also follow up with him to get the email address directed to the board members as requested at the Feb. 5th meeting.

Loretta Gray: (49 seconds): Resident stated that she feels that their concerns aren't being heard.

Joe Pilozzi: (1:14) Advised that his "green for green" initiative was ongoing and he has a small amount of funds from the program that he implemented. Next steps are to set up a collection point and / or pick up from individual residents as his time and schedule permits. He has some ready to cash in now, contact him if you have any ready for pick up that he can take.

William BB Brown: (1:17) Recommended a change in the complaint process with residents in reference to the ARA. Bob Price made a motion that he and Don LeRoux develop a procedure to be voted on during the next board meeting. Deborah seconded the motion, all approved.

6. The consent items were reviewed, and a motion was made by Jimmy McCorkle to approve the January 8th minutes and a second was made by Bob Price, all approved. Debbie Tanner reviewed the financial reports ending January 31, 2022. Steve Eckert asked a question about the \$2,500 charge for Legal Services. Debbie reviewed the statement from the attorney on expenses to-date. A motion was made by Jimmy McCorkle to approve the financial reports and a second by Steve Eckert, all approved. Under discussion of the financial reports, it was asked that an audit be made of the donation account to see what was raised from the garage sales, what the funds have been spent on and what amount of funds we have donated for the Chip Memorial. Debbie Tanner will perform this audit and report back to the board.

7. No items under the President's current topics.

8. Correspondence Update - Debbie Tanner received a text with a photo of a letter from Jim and Cindy Roberts regarding the maintenance condition of their street. The Board will work on solutions to try to resolve the issues, however, the previous votes by the residents failed to get the special assessment necessary to raise additional funds for the roads. It was discussed to establish a committee to investigate centralized trash pickup. Debbie Tanner presented on this in 2021 but it was rejected. She will pull her report together and update it for review.

9. Don LeRoux had nothing to report on complaints at this time.

10. Bob Price reported on Deed Restriction violations.

(1) 548 Lakefront – rubbish

(2) 457 Lakefront – storage building was built with no permit application.

(3) 191 E. Sunset – storage of chemicals on a commercial trailer and rubbish

(4) Corner of Moonlight/Creek/Sunset – disabled trailer with rubbish/trash stored on it.

(5) The Mitchell's didn't apply for a permit, the City said it didn't require a permit. The Mitchells call the building a chicken coop, however it is too large for a chicken cook. Bob made a motion to send them a fine for building without a permit. Don LeRoux second it, the

Record vote was: YES – Bob, Don, Tim, Steve, & Debbie; Joe and Corky abstained from voting.

- (6) Steve Eckert made a motion to file a second on Barbara Dickens residences and Don LeRoux second it. Bob noted that the renter in her property in section 1 was making progress on their deficiencies. Bob stated that the toilet was offensive and not in good decorum at her main residence on Lakefront. The THPOA lawyer previously indicated that the toilet was deemed Yard Art and it has flowers in it now with a flowerpot on top of the pedestal. The vote was called and Debbie, Corky, & Tim abstained, and the other 4 board members voted YES.

Bob Price made a motion to send a letter to the first 4 listed above, there was a second by Debbie Tanner and all approved.

11. Debbie Tanner reviewed the Committees:

- (1) Decorations – will hold off on it for one more month.
- (2) Deed Restriction Committee: Bob Price made the motion to establish this committee, second by Joe Polizzi, all approved. The board voted to also allow 2 members from the same household to be on any committee.
 - a. The Chair: Jon Nelson
 - b. Board Point: Bob Price
 - c. Members: Debbie Tanner, Don LaRoux, BB Brown, Julie Belcik, Gary Sanders, Mark Farrar, Sandra Jaynes, John Danna, Cathy Danna, Doug Lehr, Cliff Budd, Loretta Gray, Osmil “OZ” Canel
 - d. Will invite guests to provide feedback on items contained in the Deed Restrictions to share what the current market is on their area of expertise. Attorney Brody Smith; Area Realtors and Area Builders
- (3) Building Guidelines – will not establish this committee as the ARA has made additional changes to the ARA Guidelines and we will review this under the documents section today.
- (4) Facilities Committee – Gary Sanders reported on the quotes received to repair the swimming pool. They met with 6 area pool companies and found out a lot about our pool, they type of pool we have, how it needs to be repaired and who is best for the job. It was clear to the committee that Nelson Pools and Wise Pools are the best two for the job. Bob Price made a motion to go with Wise Pools (the quote was for \$85,000), there was a second and all approved. Debbie Tanner will process the contract and get it to Wise Pools on Monday, Debbie Tanner also made a motion to allow Gary Sanders and committee to obtain estimates to move the tall fence around to the back of the pool, add a 5 ft gate and to move the gate by the picnic tables to the opening to the back area (tractor barn) and place a lock on it. There was a second and all approved. Gary will take care of moving the gate and the fence moving will wait until the swimming pool repairs are completed. There was some discussion about the contract for the pool. Steve Eckert recommended that we add to the contract “This bid is firm and fixed” to protect the board from additional fees by the vendor. Debbie Tanner will discuss this with them and get a copy of their insurance coverage for the project.
- (5) Garage Sale Committee – Elizabeth Harris said she will be the chair of this committee. She will contact us to see what is entailed in doing this.
- (6) IT Committee – Bob Price will work towards getting email set up and then will work towards a new website. A new member was added to this committee – Paul Laverty.
- (7) Newsletter Committee – this will be removed from the website.

(8) Directory Committee – Debbie Tanner said she can pull reports from the QuickBooks database to process this, so a committee isn't needed for now. She will prepare a letter to send out with forms to have property owners confirm their current information and to sign-off approving distribution of their information in a directory format or not. The Directory will then be uploaded to the website.

(9) Social Committee – Debbie Tanner has someone who is considering being the chair and just waiting to hear back from her on it. There are currently 2 members signed up: Debbie Tanner and Terry Parks. If we get the committee going the plan is to host the following events: Memorial Day Picnic (May 28th) July Watermelon Social (July 2nd) and Labor Day Ice Cream Social (September 3rd).

(10) Welcome Committee – Sandra said they need information on new property owners, Debbie Tanner stated we are still working to get Title Companies to provide more detailed information to us. Sandra also asked for more directories for the packets.

12. BB Brown provided the ARA Committee update. 3 new permits (2 are boat houses), 1 remodel, 1 extension, closed out 3 permits this month. Jon Nelson presented to the board on looking into making an aerial photos and videos of the subdivision to have a record of the status of the subdivision. One estimate he has already is for \$900 to photograph and \$1,500 to video from 300-400 ft above ground with a 4K camera.

13. Joseph Polizzi reported on the Tractor for the month ending January 31, 2022. Over the past 2 years the tractor has had 263 hours placed on it and the cost of repairs to-date are \$2,828.17 which is not bad for the age of the tractor. Mowing and maintenance of the THPOA subdivision. Joe P will address the issue with Barry as the board liaison.

14. Joseph Polizzi reported on the roads. Barry has filled in some potholes and placed some of the asphalt material in the boat ramp parking lot. Will look at the 5-year road project plan and discuss it at the March board meeting. Debbie Tanner will obtain the contact information from Yaupon Cove on reclaimed asphalt road work.

15. Steve Eckert provided a report on the swimming pool ending January 31, 2022, the pool is on the winter schedule. We have 1 pump running, no issues noted. Weekly maintenance costs are lowering due to winter schedule and utilization.

16. Steve Eckert provided a report on the clubhouse area ending January 31, 2022. He wants to develop a formal log to list repairs needed, when done, etc. At this time, he has only noted an area in the roof eave that needs to be repaired and Barry has been told about this already.

17. Debbie Tanner provided an administrative update on the following items.

- a. Nothing at this time is needed on the current year budget.
- b. She is working with Paul Lavery on the website updates and postings.
- c. THPOA Facebook page, still in use, need guidelines written. Debbie is not a Facebook expert and if anyone would like to help on this, she'd appreciate it. Just let her know.
- d. We've only processed 1-2 clubhouse fobs in the past month, no boat ramp keys.

18. Debbie Tanner asked Jon Nelson to review the changes to the ARA Guidelines document. Jon stated they made about 3 sentence additions to the document as directed by our attorney, Brody Smith on Feb. 5th. There was also a discussion about the sections on fencing in the building permit and the permit and fee matrix. It was agreed to leave the wording as is on the building permit, we removed the sentence on wooden fencing needing city permit on the permit fee matrix. Debbie will make these changes to the 3 documents and finalize them to be recorded. Debbie Tanner made a

motion to approve the list of dedicatory documents, have them signed and recorded with the county. Jimmy McCorkle second and all approved. Debbie will notarize the documents, obtain Barbara's signature, and give them to Bob Price to take Monday for recording with the county.

19. Bob Price had the ARA Guidelines and the Permit & Fee Matrix documents recorded with the County on Wednesday, Feb. 9th.

20. A Motion was made to Adjourn, and all approved at 12:05 pm.

Minutes were taken by Timothy Campbell and prepared for board review and approval.

Timothy Campbell
THPOA Secretary