

Twin Harbors Property Owners Association, Inc.
Board of Directors Meeting
February 8, 2014

Directors Present:

Jim Wyckoff, Joseph Polizzi, Jim Wilder, Michael Farr, and B. Milton (Chip) Choate

Amy Casey attended the meeting via phone. Amy participated in discussions and all votes.

Directors Absent:

Paul Laverty

Guests Present:

Tony Jackson

Jim Wyckoff, President, called the meeting to order at 9:06 AM.

Chip Choate made a motion to accept the resignation of Dyana Babik as a Twin Harbors Board Member, to be effective January 17, 2014. The motion was seconded and approved.

Jim Wyckoff initiated a discussion of electing Don Uptegraph as a board member to fill the remaining term created by the resignation of Dyana Babik. Chip Choate made a motion to elect Don Uptegraph as a board member to serve until the next annual meeting, which will be held the third Saturday in October 2014. The motion was seconded and approved. After his election as a board member, Don Uptegraph participated in all discussions and voted on all issues which came before the board,

Jim Wilder made a motion to approve the minutes for the January 11, 2014 board meeting, the motion was seconded and was approved.

Treasurer's Report:

In the absence of Paul Laverty, Chip Choate reported the following bank balances as of end of January, 2014.

Account	Balance
THPOA - Regular Checking	\$129,161.59

THPOA - Special Assessment Checking	85,050.73
THPOA - Petty Cash	15.40
Total Available THPOA Cash Balance	\$214,277.72
Road Deposits	22,000.00
TOTAL BANK BALANCE	\$236,277.72

The board reviewed the balance sheet for January 31, 2014, the income statement for the five (5) months ending January 31, 2014, and the statement of cash flow for the five (5) months ending January 31, 2014.

Jim Wilder made a motion to approve the Treasurer's Report, the motion was seconded and approved.

Open Forum:

No property owner appeared in open forum.

Correspondence:

No correspondence was received in the month of January, 2014.

Complaints:

Chip Choate reviewed the complaint log that had been provided to board members. A number of unresolved complaints will be forwarded to the City of Onalaska for final resolution.

Building Permits:

Jim Wilder reported no Building Application Permits were received in January, 2014.

Pool Maintenance:

Jim Wyckoff presented the pool maintenance log. No questions from board members.

Closed Session:

No issues were discussed in Closed Session.

All other Business Issues:

The Welcoming Committee reported no welcoming packages were distributed in the month of December.

Jim Wyckoff initiated a discussion of approving a bid from Backyard Oasis Pools to manage the regular pool maintenance and to monitor the pool for a period of one year.

Michael asked if we were having problems and why was it necessary to hire Backyard Oasis Pool. Jim Wyckoff responded that we were experiencing problems, such as too much water being run into the ditches, too much back flushing which causes the loss of chemicals, and the pool is not being kept clean. The bid from Oasis includes weekly inspections, monitoring (including but not limited to the pH level), and cleaning, adding chemicals when needed, as well as, the cost of all chemicals. The pool at Twin Harbors is considered a public pool and Oasis will keep Twin Harbors in compliance with regulations.

Joseph commented that he felt the use of professionals will reduce the potential for the payment of damages in the event of a lawsuit.

Tony Jackson stated that he uses Oasis to service his hot tub and he feels Oasis is expensive and the company uses a lot of chemicals. Jim Wyckoff responded that the bid from Oasis included chemicals.

Chip provided a short review of a comparison of the cost of the Oasis bid (including other expenses) to the amount budgeted. The bid from Oasis is for weekly inspections, adding needed chemicals and the cost of the chemicals amounted to \$6,363.35. Added to his figure is the cost of daily opening and closing the pool, daily cleaning the baths, and daily cleaning the skimmers and pavilion in the months May thru September plus cleaning the baths two (2) times a week in the months October thru April for a total consideration, including the Oasis bid, of \$8,638. Amount budgeted for pool, including chemicals and maintenance labor, is \$9,660.

Jim Wilder reported that Mondays are the days which had the largest number of complaints regarding a dirty pool. This is because of heavy usage over the weekend. For this reason, it is felt that Mondays would be a good day to close the pool and allow for pool cleaning and the addition of chemicals, if necessary. Michael questioned if it was necessary to close the pool the entire day and possibly open the pool at noon. If it is necessary to add chemicals to shock the pool, it is best to close the pool to swimmers.

Jim Wilder said that since we had not discussed Monday action with Oasis, we should postpone a vote on closing the pool until we have had an opportunity to discuss this with Oasis. Michael expressed severe reservations concerning the hiring of Oasis to manage the pool, feeling that Oasis would charge very high prices and possibly use

extra chemicals just to increase costs. Tony questioned the necessity to close the pool. Michael indicated that once a year shocking should be sufficient. Don Uptegraph commented that with the high temps experienced in the summer, shocking is required to avoid the growth of mold.

Tony questioned how all of this will affect the Aqua-Nauts. If the Aqua-Nauts come early on Monday, there would probably not affect the group. Jim Wyckoff revealed that most of the slimy pool complaints came on Monday from the Aqua-Nauts. He has documented these complaints by retaining the emails received.

Jim Wilder made a motion to approve the bid from Backyard Oasis to manage the Twin Harbors pool for a period of one year. The motion was seconded. Michael felt the proposal was premature and we should wait until we know for certain if Backyard Oasis will be able to service the pool on Mondays. The motion was approved by six (6) board members and Michael Farr voted no.

Jim Wyckoff initiated a discussion of approving a Job Description of Twin Harbors office manager. Chip Choate made a motion to approve the Job Description as presented. The motion was seconded. Don commented that the Job Description does not include the duties related to pool activities and an additional Job Description was needed. The motion was approved.

Jim Wyckoff initiated a discussion of approving a Job Description of Twin Harbors Field Maintenance Representative. Amy Casey commented that items 3 and 6 were redundant and should probably be combined. It was determined that the Job Description should be amended by combining items 3 and 6. Jim Wilder made a motion to approve the Job Description as amended. The motion was seconded and approved.

Jim Wyckoff initiated a discussion of approving Twin Harbors Collection Policy and Procedures. Chip Choate made a motion to approve Twin Harbors Collection Policy and Procedures and filing of the document with Polk County. The motion was seconded and approved.

Jim Wyckoff initiated a discussion of approving Twin Harbors Payment Plan Policy and Procedures. Chip indicated that we have had an informal payment plan policy but the State now requires a formal written policy. Jim Wilder made a motion to approve the Payment Plan Policy and Procedures and filing of the document with Polk County. The motion was seconded and approved.

Jim Wyckoff initiated a discussion of approving Twin Harbors Payment Plan Agreement Form. Chip made a motion to approve the Twin Harbors Payment Plan Agreement Form and filing of the document with Polk County. The motion was seconded and approved.

Amy Casey and Jim Wilder reported that a revised Building Application Permit and the Boards Interpretation of Deed Restrictions is not ready for discussion and this issue is tabled and will be discussed at the March board meeting.

Michael Farr indicated that work has not been completed on plans for creating a new layout for the area utilized as rental space for trailers and campers. Michael will report to the board at a later date.

Jim Wyckoff initiated a discussion of approving Chip Choate to serve as compliance officer. Jim Wilder made a motion to approve Chip as compliance officer. The motion was seconded and approved.

Jim Wyckoff announced the next board meeting will be held at 9:00 AM on Saturday, March 8, 2014.

The meeting was adjourned at 10:12 AM.

Respectfully submitted,

B. Milton (Chip) Choate
Secretary