

BOARD MEETING MINUTES

February 13, 2021

Date: February 13, 2021

Location:

Leisure Time RV Park
514 Sawyer St.
Cascade, ID 83611

Call to Order: 2:36 PM By: Ron Brown, President

Roll Call: Ron Brown, Tracy Leinen (Zoom), Mary Wilkinson, Kenny Remior
Stan Stinson, Jr. (absent),

Quorum: Present

Changes to the Agenda (Additions, Deletions):

Lien History—Mary --- Add to New Business
Tax Returns---Mary --- Add to New Business
Lift Stations Update--- Add to Old Business

Approval of Minutes: Jan. 31, 2021 Executive Session Minutes & Board Meeting Minutes

Motion: Tracy 2nd: Kenny “Shall Board approve Executive Session Minutes and Board Meeting Minutes of January 31, 2021?” Discussion: None Call for Vote: 3 Approve Decision: Unanimous

Reports:

- **President:** Review of operations & projects

1) **Pool Room/Wood Windows Update**---Ron

As of today’s date, the Board has not been advised of any timely response by Wood Windows attorney to the HOA attorney. The next legal move is under consideration.

The Board continues to review various ideas for a solution to the pool room emergency egress door(s). A plan is under consideration that would meet ADA compliance. Per the City Building Inspector, any new construction would need to comply with the fixed elevations required.

2) **Pool Cover**---Ron

The pool cover motor is burnt up. The cover is being manipulated by hand by strong volunteers. It will be left in place until spring, at which time it will be left in an open position. Ron reports that the cover, when purchased, was manufactured improperly. The company reimbursed LTRVP the full amount paid that year and let the HOA keep the cover. It will be closed in the same manner in the fall. The 2022 budget will need to consider this replacement and repair cost as a projected expense for that year. The Board does not foresee the necessary funds for this expense in 2021.

3) **Pool Chemicals Issue:** Ron

The pool water/chemical balances had many issues in the summer of 2020. Improper dissolving of Chlorine tablets left needed levels inadequate. Chlorine tablets are placed into a cylinder to mix and dilute with water and then disperse into the pool. The tablets do not dissolve quickly. An additive in the tablets for evaporation causes acid spikes which is only resolvable by refilling the pool. The use of liquid chlorine is recommended. A liquid chlorine injector is advised. It is cost efficient as there is less waste, resulting in lower chemical costs. Projected expense for this injector is \$1500-1800. Quotes will be obtained.

• **Treasurer:**

1) General Fund Checking Account:	\$ 16,046.17
General Fund Reserve Account:	131,625.51
Reserve Account:	45,756.69
Debit Card Account:	201.60
Activities Debit Card Account:	<u>25.00</u>
	\$193,654.97

Aging Report Balance: \$117.49 (2020 carryover)

Annual Dues Notices: Paid Lots to Date: 267 \$146,850.00 + one lot paid in 2020 \$550.00

111 lots remain unpaid (93 owners) to date (Feb. 13, 2021)

Budget/2021: \$224,600.00

Storage Lot Applications: There are 101 Storage Spaces. Eight (8) are for park/caretaker use. Forty five (45) returnee lot applications have been paid to secure their spaces for 2021. Remaining spaces will be filled on first come, first served basis. As of February 13, 2021, there are 24 on this waiting list for available spaces.

- **Bylaws Committee:** Tabled for future discussion.

- **Communications Committee:**

Board compliments committee on job well-done for recent postings and Newsletter.

The Board will request the committee publish a notice/announcement regarding Annual Dues that states if Dues are not received by the deadline an assessment fee of \$5.00 will be added and finances charges as well. The notice will be posted on the leisuretimervparkonline.com website.

Old Business:

- **Lift Station:**—Ron

1. The Board notified the Association in the Nov. 18, 2020 minutes that the previous board had removed a pump from P-St Lift Station and placed it in the Storage Lot.

The wiring had been cut. The current Board approved taking it to Boise for evaluation, repairs or replacement.

2. This pump was deemed repairable using an impeller in park inventory and with additional parts. The Board notified the Association in the Jan. 2-3, 2021 minutes.
3. The Board emergency authorized purchase of two (2) new “grinder” pumps for the P-St station that will help eliminate foreign objects from plugging the units and/or burning up the motors. These are 2hp pumps.
4. G-St Lift Station now has two (2) rebuilt/repaired 3hp pumps.
5. A third 3hp pump is in Boise for repairs/rebuild as needed with a 2-3 weeks pickup date.
6. Custom screens have been built to collect objects other than human waste and toilet paper. There are two screens (2 inlets) for G-St Lift Station and one screen for P-St Lift Station.
7. Controllers are needed for pumps. The parks were in poor condition and wired improperly. Those are in the process of repair. There will be replacement parts in HOA inventory for any additional repairs needed in the future on these G-St. controllers. An upgraded solid state controller system will be installed in the P-St Station. It will work much more effectively.

The Board provides the following information to the Association.

The park sewer lift stations system were constantly in failure mode this past summer, fall and winter. Numerous foreign objects were continuing to be flushed into the stations. The end result was destroyed or inoperable pumps which created an emergency situation. Your Board has worked diligently to eradicate this problem. A screening system has been implemented. All waste falls onto the screening which should trap the assorted scrub pads, mops, pieces of rope, wipes and hygiene products that continue to be placed in the system. Any persons having access to any bathroom facilities (owners, guests, renters, cleaning services) are being advised to cease this behavior. All pumps have either been repaired or replaced. A reserve pump will be stored as backup. These repairs, replacements, electrical and numerous pumping’s are costly. The Health and Safety Standards for the park sewer system must be maintained. This is not an option. It can not be neglected. Solutions were implemented. As all billings are received and paid the Board will provide the Association the cost. This serious issue did not warrant any more bandaids.

We thank David Miller for the numerous hours he devoted to helping the Board in this major infrastructure undertaking.

New Business:

- **Lien History:** None found to date in file boxes provided by Riverside Management
- **Income Tax Returns:** 2012-2019 have been located. Tax year 2018 is missing. A request will be made for an electronic copy for our records. (Tracy will obtain this)
- **Filing Status:** We are a Corporation acting with a Non-Profit status. The IRS classification is 1120H.

Comments: The Board would like to express their overwhelming expression of thanks to David Miller for his assistance on the many lift station workdays that have been needed. He volunteered many, many hours to the projects that will benefit the park for many years to come.

Meeting Adjourned: 3:31 PM By: Ron Brown, President

Respectfully Submitted By:

Mary Wilkinson,
Board Secretary