

## Regular Board Meeting Minutes

September 4, 2021

Leisure Time RV Park Subdivision Homeowners Association

Meeting Location: 514 Sawyer St., Cascade, ID—Pavilion

Date/Time: Saturday, September 4, 2021 9:00 AM

**Meeting Call to Order:** 9:03 AM By: Ron Brown, Vice President

**Roll Call:** Carla Fewkes (Remote Zoom), Ron Brown, Tracy Leinen, Mary Wilkinson, Kenny Remior

**Proof of Notice** (will be attached to file minutes)

**Quorum Established**

**First Order of Business:** Mary Wilkinson

The request that minutes of the July 24th Annual Meeting be approved as read or edited was tabled at the Aug. 14<sup>th</sup> meeting as the President needed proof that passing of these minutes was allowed. Robert's Rule 9:22 states: " ....the minutes of the Annual Meeting are read and approved at the next regular meeting." The Board Meeting Minutes Aug. 14, 2021 and Activities Committee submitted minutes also need approval.

**Motion:** Mary Wilkinson 2<sup>nd</sup>: Kenny Remior "Shall the Board approve the reviewed July 24, 2021 Annual Meeting Minutes having declined their reading out loud at today's meeting?" Discussion: None Call for Vote: 4 Approved Decision: Unanimous

**Motion:** Mary Wilkinson 2<sup>nd</sup>: Tracy Leinen "Shall the Board approve the reviewed August 14, 2021 Board Meeting Minutes having declined their reading out loud at today's meeting?" Discussion: None Call for Vote: 4 Approve Decision: Unanimous

**Motion:** Mary Wilkinson 2<sup>nd</sup>: Kenny Remior "Shall the Board approve the submitted Activities Committee Meeting Minutes for May 2021, July 2021 & August 2021?" Discussion: None Call for Vote: 4 Approve Decision: Unanimous

### **OFFICER REPORTS**

**Presidents Report:** Carla Fewkes, President

Carla reports maintenance is continuing in the park. Also, she has completed the Bank signature cards.

**Financial Report & Storage Lot Report:** Board Treasurer, Tracy Leinen

General Fund Checking	\$ 23,035.95
General Fund Reserve Account	\$ 60,368.29
Reserve Account	\$ 18,868.66
Debit Card Account	\$ 388.15
Activities Debit Card Account	\$ 1,802.90

These figures reflect balances through Sept. 3, 2021 bank closing time.

Aging Report \$ 105.62 Overdue dues, liens, late fees

Storage Lot: 101 spaces 2 not usable, 8 LTRV use, 4 owners on waiting list

Lot use by owners is being reviewed. If spaces are not being used or smaller re-assigned spaces are necessary to accommodate larger rigs, then these changes will be made. Tracy thanks Michael Bourner (C2) and an unknown gentleman for their weed eating efforts in the storage area.

**Motion:** Kenny 2<sup>nd</sup>: Mary “Shall the Board approve the financial & storage lot reports as presented?” Discussion: None Call for Vote: 4 Approve Decision: Unanimous

## **COMMITTEES:**

**Activities Committee:** Mary Wilkinson—Thank you to Jan Misch and her committee for all their contributions this year. Comments: Ice Cream Social tonight 6:00pm. A big thank you to Sue Patrick for her flower bed work all season. Jan Misch: Jan thanks the park for their attendance and participation in the Yard/Craft/Bake Sale this year. The committee raised \$335. She reminded everyone of the ice cream social and games scheduled for this evening. She also sent a special thank you to Colleen Koci for her past committee chairperson efforts. Colleen has sold her property and will be leaving LTRV.

**Communication Committee:** Carla Fewkes

Carla recommended owners visit the LTRV website. She also commended Chris Dolan and Cindy Gillett on the wonderful job they are doing on the committee. Website files are being organized.

## **UNFINISHED BUSINESS**

**Weed Notices:** Mary Wilkinson

2—3<sup>rd</sup> Notices sent One non-compliant.

**Motion:** Mary Wilkinson 2<sup>nd</sup> Kenny Remior “Shall the Board approve Tracy Leinen contacting HOA attorney to determine process and procedure to be taken to address 3<sup>rd</sup> Notice non-compliant owners regarding weeds, debris, disrepair and general condition of their property?” Discussion: None Call for Vote: 4 Approve Decision: Unanimous

**Swimming Pool Update:** Tracy Leinen

Tracy suggests tabling creation of a pool committee. Cost must be determined and budgeted for the pool cover & motor replacement before any year round usage analysis is completed. The replacement of the existing inoperable cover/motor is mandatory before any year round consideration can be made.

**Motion:** Tracy Leinen 2<sup>nd</sup>: Kenny Remior “Shall the Board table consideration of year-round pool operation and/or a pool committee?” Discussion: This motion was withdrawn new motions were made.

**Motion:** Tracy Leinen 2<sup>nd</sup>: Kenny Remior “Shall the Board table the consideration of year-round pool operation at this time?” Discussion---Tracy: The cost of new motor & pool cover will be budgeted for 2022. Carla: Advisors should have official capacity. Call for Vote: 4 Approve Decision: Unanimous

**Motion:** Tracy Leinen 2<sup>nd</sup>: Kenny Remior “Shall the Board assign a pool committee to monitor chemicals & safety issues?” Discussion: None Call for Vote: 4 Approve Decision: Unanimous

**Street Light Repair:** Tracy Leinen

Kenny Remior inspected all street lights. He found two (2) that were remaining on in daylight hours and four (4) not functioning after dark. The photo cells are not operating properly.

The park street lights are the HOA property and any maintenance is our obligation. Idaho Power has been contacted. They have been provided the product info on Street Lights the Board is considering for replacement of current units. They are much more energy efficient than current lights. The type of bulbs we currently use will become obsolete in 2 years. The new model conforms with the "Dark Sky" Valley County & Cascade Ordinance. The HOA will be eligible for a rebate from Idaho Power which will reduce our overall cost. Also, we should see a rate reduction. The Board will compile the projected units cost, incidental parts needed, shipping costs, outside service, etc. There is sufficient funds to purchase the units now. Work will be scheduled based on electrician availability and weather conditions. Board members have inspected and reviewed the park lighting/maintenance security issues.

**Motion:** Tracy Leinen 2<sup>nd</sup>: Kenny Remior "Shall the Board approve a maximum total expense to the HOA of \$5,000 be allocated for a parkwide Street Lights repair/replace maintenance project?" Discussion: Reduced rates due to efficiency, Idaho Power rebate and Volunteer Electrician make this worthwhile project. Call for Vote: 4 Approve Decision: Unanimous

**Women's Restroom Update:** Mary Wilkinson---The ladies of the Board determined Scensibles Personal Disposal Bags which are used for disposal of feminine hygiene products is the most economical and practical way to address the health & safety issue regarding hygiene items being flushed into the sewer system. Cost: \$6.45 per box of 50. This is considered a regular maintenance item and does not require a Board vote. The product has been ordered. Carla Fewkes: Lorie Chandler was thanked for the signs she provided in the bathrooms.

**NEW BUSINESS**

**Signs Removal from Common Areas:** Board is receiving complaints of the multiple signage placed at park entrance. An email will be composed and reviewed by the Board before notifying these owners of request to remove their signs.

**P-St Lift Station:** Ron Brown

Sewer smells were noticed on F-St. Ron & Mary were trying to determine which lot was culprit. Smell was caused by the inoperable lift station pump at P-St. Sewage which had backed up the lines causing the odors. The Honey Dippers needed to empty tank and lines. The pump will be covered under the warranty. Tri-State Electric was needed to do the disconnect and installation of backup pump the HOA possessed. It was the electricians day off so his time & a half rate applied. Ron reports he had a heat stroke. Work crew completed the job.

**Irrigation:** Ron Brown

An irrigation connection in the pool room has been relocated to the exterior of the building where it will be utilized for lawn watering in that area. This outside spigot will eliminate use of city water for this maintenance. Work completed in 2 hours and at little expense.

**Additional Board Comments**

**Ron Brown** announces their will be an owner hosted Brown Bag Lunch & Learn event at W22. Lyn Ross, owner, will be hosting a seminar on the park ponds ecosystem/invertebrate aquatic insects and the do's & don'ts at pond grassy areas.

**Carla Fewkes**---There are no sewer grant updates.

**Ron Brown**---The park has acquired 300 ft of fire hose from the city. An additional 200 ft will be made available as needed to flush our sewer lines. Maintenance intent is to get the problem lines flushed as clean as possible before winter sets in. The grant writer for the city is including the park in its grant application. Discussion with city mayor regarding DEQ Inspector is taking place between the mayor and the city department head. The city will discuss with the DEQ and keep us posted on the outcome for this required position due to lift stations within the park.

**Ron Brown**---Ron advises that tree roots seek out the water table. When reached, they spread out rather than down. Blow downs can then occur. **Tracy Leinen**---If you see something, say something. Leaning trees could become an issue. **Mary Wilkinson**---If an owner is notified of a possible tree issue and does nothing to correct the problem, they may be found liable for resulting damages.

**Tracy Leinen**---Tracy gave a shout out to all the neighbors helping neighbors and the HOA. Also the communications committee.

### **ADJOURNMENT**

Time: 9:59AM By: Ron Brown