

**Woodcliff Lakes Inc.**  
**Minutes of Board Meeting**  
**February 1, 2016**

The Board met in Executive Session beginning at 6:05pm. No action was taken and Executive Session ended at 6:31pm.

Vice President Sean Kenney called the meeting to order at 6:33pm. Board members Tony Bromm, Dan Fagervik, and Tim Krause were present. Board member Carla Mahrt participated via conference call. Also attending were Chief Security Officer George Wolsleben, Office Administrator Chris Johannesen, and three residents: Dean Mahrt, Matt Schwarz, and Pat Tews.

Sean reported he met with some of the Yacht Basin tenants about funds for a seawall. The tenants reluctantly agreed that those funds to create additional spots should come out of that fund. The bank sloping does need to be fixed as soon as possible and the tenant committee will come up with a plan. The cost of that project will most likely be more than what is left in the Yacht Basin fund and will come out of the general budget until it can be replaced with Yacht Basin fees.

Wolsleben presented the January Security Report. He reported 321 cases with one citation and 7 rescue calls. The Cedar Bluffs Fire Dept. completed ice rescue training recently at Woodcliff.

Minutes of the January 4, 2016 meeting were approved unanimously. Financial reports through January 29, 2016 were reviewed and accepted. Forty-three residents still owe 2016 dues; finance charges will be added and statements sent tomorrow. The 2015 Compilation from Shaw, Hull & Navarrette was reviewed and one error in the notes stating the amount of dues for 2015 will be corrected and the compilation packets redone.

**Action Items:**

**1. Board:**

President Barry Taylor submitted his resignation from the Board via email. A motion was made by Tim Krause and seconded by Dan Fagervik to approve the following board members as officers: President – Sean Kenney, Vice President – Tony Bromm, Treasurer – Dan Fagervik, Secretary – Carla Mahrt. The motion was approved unanimously.

**2. Residents:**

The Board skipped to an Action Item setting policies on conference call participation and use of email to dispense with minor issues in between meetings. Participation in Board meetings via conference call will be allowed, those participating via conference call will be included in the quorum count, and voting will also be allowed via conference call as long as the vote is followed up by fax or email the following day and will be attached to the minutes of the meeting. Discussion and votes via email by board members is allowed in between meetings to dispense with day-to-day issues. A majority of votes by board members will decide any issue and copies of email votes will be kept on file in the office. A motion was made by Sean Kenney and seconded by Tony Bromm to approve both policies.

The Woodcliff Board is looking into what it would take to purchase the community center property. The goal is to keep a meeting place for the community and possibly provide a place for a fire station at Woodcliff. A motion was made by Dan Fagervik for Tony Bromm to negotiated with Pat Poehling for a sale price. The motion was seconded by Tim Krause. Voting yes were Fagervik, Krause, Kenney, and Mahrt with Bromm abstaining.

**3. Office:**

The 2015 Tax Compilation was approved with one correction and State and Federal Tax Returns for 2015 were signed.

#### **4. Security:**

Security items were discussed earlier in the meeting.

#### **5. Maintenance:**

One-half of the sale price for the chipper has been received; the other half to arrive next week. The annual tractor service was completed and the gas gauge repaired.

#### **6. Roads:**

Road Committee Chairman Matt Schwarz presented an update from the committee. The traffic study showed that the average traffic count in all areas of Woodcliff exceed the maximum limitation of 350 cars per day for aggregate roads. The committee has evaluated aggregate, concrete, blacktop, and chip-seal products and JEO has updated the 2007 study with current costs for cement and blacktop. It was discovered that the permanent easement on the roads for the water and sewer systems owned by SID #8 includes the right to pave the roads with the HOA still retaining ownership of the roads, thus keeping them private. The HOA Board and SID 8 would need to meet to discuss working together on the project and outline the responsibilities of each should this project be undertaken and a motion was made and approved to establish a relationship with the SID. SID funding would start with construction warrants and then be rolled into bonds, some of which would most likely be paid by an initial assessment and then the rest could be paid through taxes. The Board felt residents should be given the chance to vote to show their interest in this project; a majority of those voting would determine the outcome since the Board is not encumbering or selling common ground.

#### **7. SID #8:**

The next meeting is scheduled for February 23<sup>rd</sup>; however, HOA board members were not available on this date. The office will contact SID members and try to arrange a mutually convenient meeting date. Discussion of meeting dates revealed that March 13<sup>th</sup> was not a good date for the next HOA quarterly meeting and it was agreed to reschedule this for March 20<sup>th</sup>.

#### **8. Lake Health Committee:**

It was agreed that someone should be hired to take regular lake water samples this summer. The state license for netting fish needs to be renewed and transferred to Woodcliff Maintenance. Monsoor Fishing is to provide the state with the numbers from last summer's netting. The committee will try to meet on February 22<sup>nd</sup> and contact Aquatic Biologists again for advice on the next step.

#### **9. Yacht Basin:**

Kenney gave an update at the beginning of the meeting.

#### **10. Entrance Gate:**

The startup date was set for June 1<sup>st</sup>. A modem was installed on the office computer to provide a phone connection to the gate; however, the phone at the gate needs to be changed to analog and Security Fence Co. is contacting Century Link to correct this. Security Fence Co. has provided a form which will be sent to residents to get their preferred PIN numbers. Security Fence has programmed the remotes into the system and distribution can begin. The software has been downloaded to the office computer. A new sign will be ordered to replace one indicating 24/7 lake-wide security surveillance. Reflector tape needs to be put on the gate bars for visibility when closed.

#### **11. Rules Committee:**

The Final 2016 Rules and Change in Rules Summary was reviewed and will be distributed to residents via email and mail.

#### **12. 2000 Bylaws:**

Tim Krause agreed to chair a committee for Bylaws revisions with a possible vote in June. The committee will consider voting by line-item or by type of change rather than one vote on all revisions.

**No other business being presented**, the meeting was adjourned at 8:05pm.