

**FOREST LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES  
May 11, 2024**

**I. CALL TO ORDER**

Daniel LeFevre/President called the meeting of the Forest Lake Property Owners Association ("FLPOA") Directors to order at 9:00 a.m.

**II. PLEDGE OF ALLGIENCE**

**III. ROLL CALL**

Board Members Present: Daniel LeFevre ("LeFevre"), Ron Swagman ("Swagman"), James Kelly ("Kelly"), Tracy Reitzloff ("Reitzloff"), Gene Ross ("Ross"), Vito Manzella ("Manzella") (remotely), Debra Wojie ("Wojie"), Pat Gordon ("Gordon"), Matthew Winberg ("Winberg")

**IV. REVIEW OF PREVIOUS MEETING MINUTES**

**Moved by Ross, seconded by Reitzloff, motion carried to approve the April 13, 2024 Meeting Minutes as presented.**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Manzella, Wojie, Gordon, Winberg**  
**Voting No: None**

**V. DIRECTOR REPORTS**

**A. Legal, Lake Ecology, Fish Stocking, Insurance (Swagman)** – Proposal to review Savin Lake Management Services contract for one (1) year. Savin Lake Management samples, tests and analyzes the lake's water quality and addresses aquatic overgrowth along shoreline. The contract is \$6,900.00 for the year, paid in two (2) payments.

**Moved by Swagman, seconded by Winberg, motion carried to approve the Savin Lake Management annual Contract in the amount of \$6,900.00 and to authorize payment of the first invoice in the amount of \$3,450.00 (a second payment of \$3,450.00 will be due in the fall).**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Manzella, Wojie, Gordon, Winberg**  
**Voting No: None**

A treatment notice was sent prematurely to the Forest Lake membership, please disregard.

**B. Campground, Office, Activities (Kelly)** – Campground officially opened May 1, 2024. Boost in reservations. Initial budget prepared, negative approximately \$60,000.00.

**C. Parks and Recreation, Docks (Reitzloff)** – Parks Committee is holding a Parks Volunteer/Clean-Up Day, June 11, 2024, 9:00 a.m., meet at the Clubhouse. Please let Tracy Reitzloff know if able to help. A big thank you to the Garden Club for all of their hard work beautifying of our parks/grounds.

Reviewing/revising the dock rental agreement for 2025 season.

**D. Maintenance (Ross)** – Spring clean-up has begun/grass mowing, etc. The culvert at Turtle Park requires immediate attention, asking for a permit from DNR, drawings ready, phone calls being made. Manzella asks if we are receiving county/township assistance? Ross explains, it has been determined to be Forest Lake’s responsibility, but we are looking to speak with someone at DNR.

Sand Hill Crane Park/west end bathrooms are all set. Amy and Frank Stevens working at Wolverine Park. Dave and Marie VanHemel and Vicky Lomas painted/cleaned up bulletin board area, mini library and approach at office. Thank you to all who are helping!.

**E. Security, Communications (Manzella)** - Security took three (3) runs (medical) for property owners, helping get them to next point of care (ambulance called, house locked, etc.). Security is a vital service for our community. Google still shows a 25 mph Forest lake speed limit, contacting them to correct. A sheriff will be patrolling the area.

**F. Refuse, Merchandise (Wojie)** – All dumpsters now open, bag ALL trash. No building materials and boxes should be broken down. Moffat Township’s spring cleanup for large items, first Saturday in June, 9:00 a.m. – 2:00 p.m. Sue and Tom Hughes are collecting returnables in the trash area and will deliver/donate to REA Animal Shelter. Thank you, Tom and Sue, presents Sue with a t-shirt. Ordered a few things for the craft show including a new Forest Lake t-shirt design. Looking for volunteers to work merchandise table/booze raffle at the Ox Roast, July 13, 2024. Today is the post office/mail carrier food drive.

**G. Liens and Foreclosure (Winberg)** - Will be utilizing Northern Legal, PLLC to collect delinquent dues/special assessments via a 30% contingency contract. Sent 107 letters this week advising those property owners they will be sent to collections if payment not received immediately.

**Moved by Winberg, seconded by Kelly, motion carried to ratify the April 28, 2024, electronic action by the FLPOA Board of Directors to enter into a Contingency Fee Agreement with Northern Legal, PLLC for the collection of delinquent member annual dues and special assessment payments.**

**Voting Yes:** LeFevre, Swagman, Kelly, Reitzloff, Ross, Manzella, Wojie, Gordon, Winberg  
**Voting No:** None

**H. Clubhouse, Storage Area (Gordon)** – the Clubhouse and storage area are experiencing increased activity. The Clubhouse hosts property owners during power outages.

**I. Dam Safety (LeFevre)** – Clark Hill bond counsel and Fahey Schultz handled FLLAB hearing regarding special assessment.

i. Invoices:

**Moved by LeFevre, seconded by Manzella, motion carried to approve the payment of the February 8, 2024 Clark Hill Invoice No. 1401222 in the amount of \$4,360.00 and May 1, 2024 Fahey Schultz Invoice No. 19924 in the amount of \$9,090.77.**

**Voting Yes:** LeFevre, Swagman, Kelly, Reitzloff, Ross, Manzella, Wojie, Gordon, Winberg

**Voting No: None**

ii. Temporary spoils storage

iii. Spillway report – Revised proposal from Fisher Contracting \$7.3 million with a \$850,000.00 savings due to new steel wall design. Katterman/Phase 1 winding down - \$414,805.00 cost (funding from NRSC and State of Michigan grants). Phase 2 - Fisher Contracting to submit its revised bid to FLLAB in June, construction targeted to begin early-July and completed spring 2025. Fisher wants lake levels back by May 1, 2025. Downstream stabilization, moving large quantities of earth. Grants/special assessments should cover total construction costs. Most expenditures to date have been engineering costs. Grants are reimbursement grants. Budget should be available within thirty (30) days.

## **VI. NEW BUSINESS**

**A. Realtor Proposals** – Sale of Maple Ridge Road rental home. Looking for a Forest Lake member in good standing realtor to assist. The property sits on 10 acres and encompasses the storage/trash area.

**B. Annual Dues Plan** – Majority in favor of an increase but ultimately it did not pass. Feedback received, most common comments: 1. too much too soon, 2. no increase until spillway completed, 3. raise other user fees (i.e., campground, clubhouse, docks, storage), and 4. collect delinquencies. The Board will explore cost cuts that will begin in September if the next dues increase initiative does not pass. We are currently running with a deficit.

### **C. FLPOA Board of Director Terms (for reference only)**

i. **Expiring 7/2024: Swagman, Wojie, LeFevre, Gordon and Winberg.**

ii. **Expiring 7/2025: Reitzloff, Manzella**

iii. **Expiring 7/2026: Ross and Kelly**

iv. **BOD Nominees who accepted appointment introduce themselves:** Matt Winberg (focus on delinquencies, ideally no one over 2 years and wants to bring the lake back), Pat Gordon (active FLPOA member, has served on a community emergency response team, enjoys serving community, and wants to bring the lake back), Phil Cole (not in attendance), Mike Woloson (Purchased in 2017 bought, rebuilt home, wants to get the lake back, enjoys problem solving, keeping community going and restored), Don Whitmire (A member since 2014, worked at a large northern Michigan ranch, much to offer our community), and Ilene Smith (purchased in June, wants to get the lake back and has worked on a parks and recreation committee, enjoys serving the community).

## **VII. PUBLIC COMMENT**

Property Owner asks if there is a local recycling facility. Response: Greenwood Rd. (first Saturday of the month).

Property Owner asks what Board members are stepping down. Response: LeFevre (will remain on FLLAB), Swagman, and Wojie.

Property Owner asks what caused a \$60,000.00 budget deficit. Response: Running on a deficit for 3 years, no more logging proceeds, inflation, wages gone up, revenue down. Dues have not been

increased in almost 20 years. Property Owner asks if Forest Lake is allowed to sell the rental house/property. Response: The Bylaws/Covenants were reviewed by counsel and nothing precluding the sale of this particular property. This property is not part of the platted subdivision, is a separate 10-acre parcel and the 10-acre parcels are treated differently, outside of those parameters.

Property Owner asks about the loud spillway construction noise. Response: Installation of the steel spillway walls is completed by using a diesel hammer attached to a crane, driving them into the earth. It will be loud mid-July 7 a.m. – 5:00 p.m., 5-6 days a week for 5-6 weeks.

Property Owner states we should inform people about the loud construction noise when making campground reservations, etc.

Property Owner asks as to dredging status and will we be receiving the SAD money back. Response: We have to get through construction first before dredging, but promising due to increased funding and SAD. Property Owner asks about construction permits. Response: We have received the Phase 1 permit (demolition) the Phase 2 permit is handled via the dam safety group, initial plans submitted and being reviewed. We expect to receive the permit early to mid-June and begin construction early-July.

Property Owner states it would be helpful to have a treasurer's report as it relates to dues increase, do we post a report. Response: Yes, we post every year, will be at July meeting. We also included financials in the 20-30 page Annual Dues Plan with summary. Financials are always available in office upon request.

Property Owner asks if there will be more logging. Dock rental revenue when the lake returns will be a large help, what is dock rental program plan going forward. Is there dock rental money due back to any who paid before the storm. Property Owner does not want Forest Lake's assets sold. Response: The sale of the rental home is not being considered to balance the budget, being considered because a HOA should not be in the rental property business and costs are involved. The tenant has moved out so timing right to consider a sale. We are looking for membership input. The Board does its best on a volunteer basis, trying to get questions answered, it is complicated. Please reach out to a board member with questions. Anyone who did not request a refund of their docket rental fee will have that amount applied to their 2025 Rental Fee. If they are not renting in 2025, they will forfeit their dock and be reimbursed. A new Dock Rental Agreement is being drafted, docks have been added and need renumbering. A waiting list has been carried over and properly maintained. Dock rental letters will go out per normal course in 2025.

Property Owner asks if we sell rental house, can we put "no renting" language into the sales contract. Response: If the home is sold, we would no longer have that control.

Property Owner concerned that if we sell rental home, it could become an eye sore and a blight situation upon entry into the community. Response: the Board will look at all possibilities.

Property Owners asks what the current rental income is on the rental house. Response: \$550.00/month, low because surrounded by storage area. The rental house is not part of the non-profit status, so it is taxed per usual course. The water pump has issues, more expenses to come.

Property Owner asks what the rental house is worth. Response: We are looking at all the options, will conduct a market analysis.

Property Owner asks when the burn pile closes. Response: June 1<sup>st</sup>. Property Owner asks why? Never closed before, hours are inconvenient for him. Response: As illegal dumping was occurring, DNR threatened to close burn pile permanently if it continues. We need volunteers to man the burn pile and summer has heightened fire danger. Property owners can call security to open the burn pile during regular hours. The Board will review the situation.

Property Owner states his property borders the burn pile and he cannot open his windows in the summer when there is a burn, enjoys the break. Response: It must be regulated, or we run the risk of DNR closing it permanently. The Board will consider compromise, if you need to use burn pile, call, maybe we consider 1 day a month if weather permits.

Property Owner reminds the Board that the burn pile was put into place to discourage open burning. Maybe burn once a month or once during the summer.

Property Owner asks if the burn pile can be moved.

Property Owner states we had a lake ecology study from a few years ago showing what should be done to maintain the lake's health. How are we going to regain lake health again? Chemicals are not always the best option, study suggested community involvement (i.e., reduced chemicals going into the lake, speed zones, no wake zones). Suggests a lake committee, and he would volunteer his time. Response: Now would be a good time for organization of a member formed lake committee.

Property Owner states we hired a lake management company. Response: The lake management contract was renewed today (Savin Lake Management). Savin will take samples, test, perform water quality analysis, determine if we need to treat nuisance aquatic growth. Savin will provide comparison and the effects of chemical use (topical v. root system). The 2023 annual Savin Lake Services report is posted on the website under news and updates/lake management along with the 2024 proposal. Please review. The Board is dedicated to making the lake great again.

Property Owner asks if lake ecology is a budget line item, it should be and mentioned in the dues increase proposal.

#### **VIII. SCHEDULE OF UPCOMING MEETINGS:**

- a. June 8, 2024 at 9:00 a.m.
- b. July 13, 2024 at 9:00 a.m. (Annual Meeting)
- c. July 2024, newly elected Board organization meeting (TBD)

#### **VII. ADJOURNMENT**

**The meeting was adjourned by unanimous vote at 10:08 a.m.**

  
Tracy L. Reitzloff, Secretary  
Approved: June 8, 2024

Forest Lake Board Report

5-11-2024

D. Wojie

**Refuse:**

All dumpsters are open for the summer season. Remember all trash must be bagged and boxes need to be broken down. We are not able to take large items or any type of building materials. There is a metal recycle trailer near the trash area where you can dispose of metal items.

Moffatt Twp. will be holding a spring cleanup day for large items on the June 1st from 9am-2pm

Sue Hughes, who works at the FL trash area and her husband Tom, who is one of our security guards, collect returnable cans and bottle at the trash area during regular hours. They then transport them to the Rea Family Animal Shelter formerly known as Ogemaw County Humane Society in West Branch on their own. Rea's millage did not pass last week so I know every penny, bottle, and can goes help the animals. Thank you, Tom and Sue, for doing this.

**Merchandise:**

I have ordered a few items that will be available at the craft show. These items include toddler t-shirts, beach towels, and a new t-shirt design that says, "rest, relax, rebuild...Forest Lake 2024.

There will be additional mark downs on the winter items at the craft show.

I am still in need of one more volunteer to work the FL Merchandise table at the craft show Memorial weekend on Saturday from 10:30-12pm.

I will also be looking for volunteers to work the merchandise table and the Booze Raffle table at the Ox Roast on July 13th. I'll post for those works as soon as we are done with the craft show.

Thanks to all who continuously volunteer to work these events.

The FLPOA BOD is seeking **proposals** from **members in good standing** that are **licensed real estate brokers** to help us consider the sale of the rental home located on the 10-acre parcel on Maple Ridge Road (adjacent to the storage/trash area). In recent years the insurance, property tax and upkeep expenses associated with the home exceed the rent, and based on the age and condition of the home we believe it is likely in the best interest of FLPOA to sell. While the BOD is generally supportive of this direction, we have questions that we believe a member realtor could help us with:

- How much land would need to be sold with the house?
- Where would the lot splits be?
- Will we need any easements?
- What costs would be associated with the split?
- Are there any ordinances that would impact the sale?
- What other considerations are there?

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Parcel Number: 008-0-013-100-005-00  
Address: 6180 Bobcat Trail, Alger, MI 48610  
Legal: T20N R3E SEC 13 A PART OF E ½ OF THE NE ¼, BEEG AT THE NE COR TH ALONG E SEC LINE S 1°18'30" W 640.52 FT, N 89°12'30" W 657.55 FT, N 1°17'40" E 640.52 FT, TH ALONG N SEC LINE S 89°12'30" EE 657.71 FT TO POB, AND RESERVING THEREFROM THE NORTHRLY 70 FT FOR USE OF MAPLE RIDGE RD AND THE ELY 66 FT AS AN EASEMENT FOR INGRESS & EGRESS. ACRES = 9.67.  
Taxes: \$198.09 - 2023 Summer / \$651.34 – 2023 Winter





Warren Miller  
Project Manager  
Spicer Group Inc.

RE: Forest Lake SSP Alternate Pricing

May 9<sup>th</sup>, 2023

Warren,

We have completed the review and pricing for the draft set of the alternative spillway for the Forest Lake Project. For clarity we have also included the clarifications from our original proposal so that all information is found in one document.

### **Pricing**

Lump Sum: \$7,300,000 *seven million three hundred thousand dollars and zero cents.*

The lump sum pricing above includes the allowances listed below. These allowances would be paid based on Fisher's standard labor and equipment rates. All materials, subcontractors, trucking, etc would be paid based on cost plus 5%.

- Dewatering: \$250,000.00
- Temp Utility Relocation: \$50,000.00

The lump sum pricing above includes unit prices for the items listed below. These items would be paid based on the quantity actually completed and all other work would be based on a lump sum.

- Concrete Repair – Shallow: \$380.00 per square foot (15 square feet included)
- Concrete Repair – Deep: \$900.00 per square foot (15 square feet included)
- Concrete Repair – Corner: \$1,260.00 per foot (5 feet included)
- Crack Injection: \$200.00 per foot (50 feet included)
- Floor Crack Injection: \$250.00 per foot (25 feet included)
- Backfill Void Grouting: \$3,870 per cubic foot (2 cubic feet included)





## Clarifications

- 1) Pricing is subject to change based on IFC drawings.
- 2) Proposal is based on the project engineer also covering the quality control manager position.
- 3) Proposal is based on the filter layers be installed as shown in attachment 2.
- 4) Proposal does not include passive soil anchors per discussions with GEI.
- 5) Proposal does not contain any temporary bracing for the sheet pile chute. We have assumed it will be the responsibility of GEI to determine if additional bracing is required to meet the excavation grades as shown in attachment 3. If it is found that temporary bracing is required and/or the contractor is responsible for that determination, then additional costs will apply.
- 6) This proposal assumes that we can excavate down 10' within the interior of the chute below the existing grade on the outside of the sheet pile before the bracing shown on the drawings needs to be installed. Reference attachment 3 for the excavation plan.
- 7) Proposal is based on our intended means and methods being acceptable. If deviations are required additional costs could apply.
- 8) Proposal does not include any positional monitoring of the steel sheet pile.
- 9) We have included winter conditions for concrete work.
- 10) Proposal is based on leaving the excavation support (sheet pile) in place. It will be cut off below grade and buried.
- 11) Proposal is based on the thickened slab edges not being considered mass concrete.
- 12) Proposal does not contain any dewatering provisions beyond small sump pumps and casual dewatering. Any dewatering measures required for permanent or temporary construction would come out of the dewatering allowance. It is understood that all work associated with excavation dewatering and surface water drainage as described in the Dewatering Specification 31 23 19, and all efforts associated with the dewatering, will be included under the Dewatering allowance. This includes but is not limited to: design, mobilization/unloading, assembly, installation, daily monitoring, QC, monitoring, backup power equipment rentals or 24-hour watch, power or fuel costs, sediment filter bags and disposal, well abandonment, etc.



- 13) Our proposal assumes the Dewatering allowance amount is sufficient for the effort and duration of dewatering required to meet our bid schedule. The contractor takes no ownership of the current allowance, not being able to meet the intent for dewatering for the duration that the work progresses.
- 14) Our interpretation of Spec 01 71 23 Surveying is that the contractor is responsible for a pre-construction topographic survey by licensed surveyor, post-earthwork survey(s) and as-built shots on storm drain system by contractor, and a final topographic survey by licensed surveyor. A full-time surveyor is not included in our proposal and any additional reporting. We have not included efforts to survey backfill layers.
- 15) We did not include abrasive /sand "blasting cleaning" of stoplog slots. Hand tool /power tool cleaning will be performed prior to painting with standard exterior paint.
- 16) Proposal does not include the use of a multi-tier template. Single beams will be used for alignment and levels for verticality.
- 17) We have not included additional capabilities of bypassing flood events beyond the existing siphon system capacity, which may or may not meet the specification peak flow of 460 cfs. The project would be responsible for damages to construction due to flooding above and beyond siphon capabilities if encountered.
- 18) Our proposal does not include time or effort associated with the Refill Plan and do not take any ownership or responsibility in refilling the lake. We will maintain the siphon system during construction for the duration of our bid schedule, and we can turn off the siphon system at substantial completion in order for the Owner to begin refilling and operating the lake level.
- 19) We have not included smart pig or laser profiling of the spillway subdrainage. We will survey (by contractor) inverts to document slope and inspect pipe for roundness as it is backfilled.
- 20) Invert tolerance will be within +/-0.15 foot of elevation.
- 21) Our proposal assumes concrete slab cross footings can be boxed out for the underdrain system crossings and backfilled with drainage stone. No PVC sleeve included for these areas.
- 22) Our proposal is based on using 24 to 36 inch rock from Levy, Alpena, MI for the specified R2200 rock.



23) Our proposal is based on using #4 limestone from Bay Agg in replace of MDOT 4AA as bedding stone.

**Excludes:** Hazardous or contaminated material handling or disposal; liquated damages; mechanical or chemical soil stabilization; undercuts; mechanical work and electrical work.

If there are any questions, please let us know.

A handwritten signature in black ink, appearing to read "Josh McClaren", is positioned above the typed name.

Josh McClaren  
Project Manager/Estimator  
Fisher Contracting  
[jmccclaren@thefisher.co](mailto:jmccclaren@thefisher.co)  
C: 270-621-0186

Attachments: (1) Pricing and Schedule; (2) Filter Layers; (3) Excavation Plan



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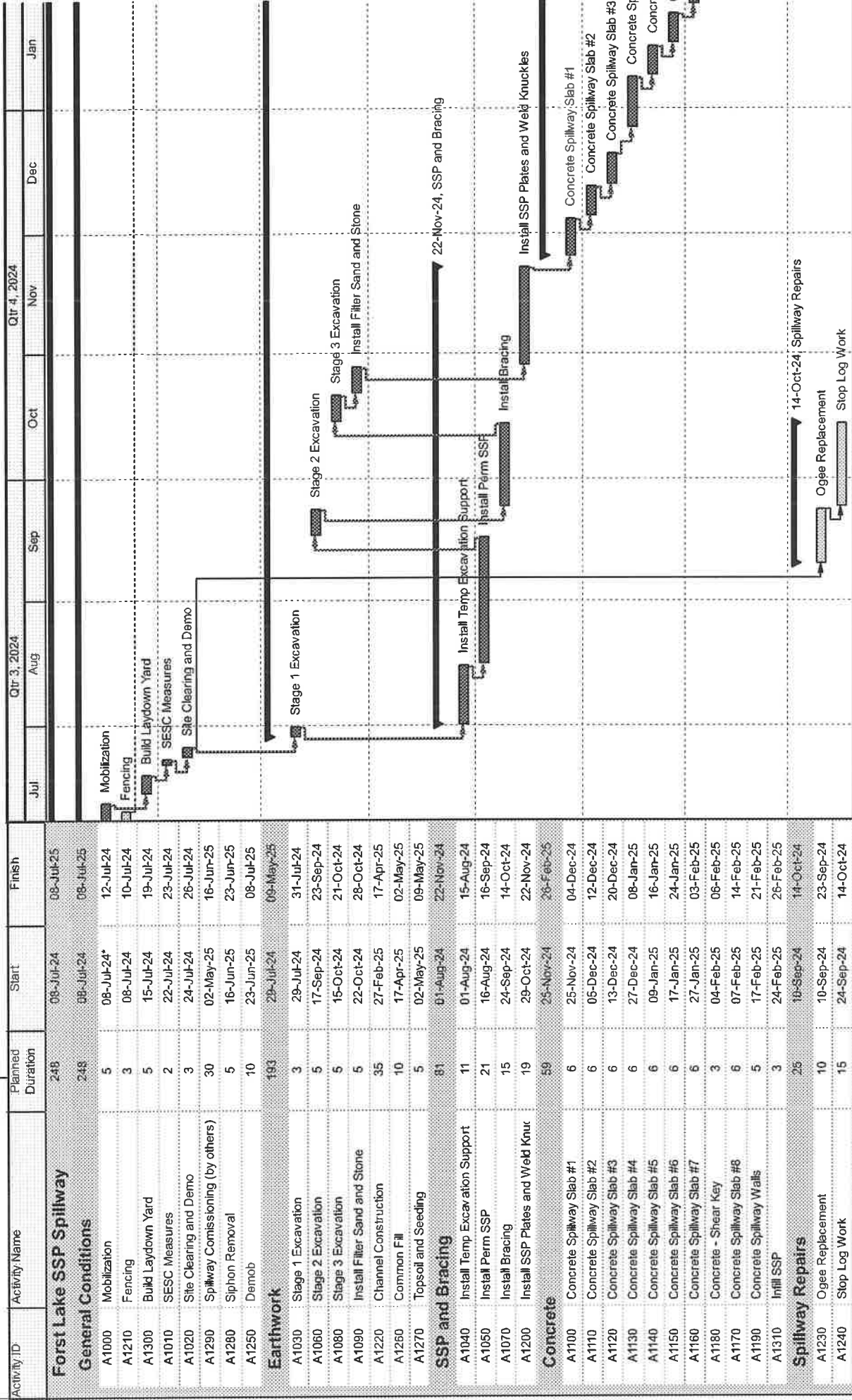
## Attachment 1: Pricing and Schedule

ITEM #	ITEM	UNIT	QTY	Unit Price	Extended
<b>Base Bid</b>					
10	General Conditions and Mob/Demob	1	LS	\$ 1,164,108.65	\$ 1,164,108.65
20	Siphon Rental and Maintenance	1	LS	\$ 412,590.24	\$ 412,590.24
30	Siphon Removal	1	LS	\$ 56,785.34	\$ 56,785.34
40	Road Repair and Dock Reconstruction	1	LS	\$ 37,883.69	\$ 37,883.69
50	SESC Measures	1	LS	\$ 14,037.45	\$ 14,037.45
60	Instrumentation	1	LS	\$ 8,658.10	\$ 8,658.10
70	Demolition	1	LS	\$ 71,503.10	\$ 71,503.10
80	Temporary Cofferdams	1	LS	\$ 31,271.32	\$ 31,271.32
90	Temporary Excavation Support	1	LS	\$ 305,844.00	\$ 305,844.00
100	Channel Earthwork	1	LS	\$ 1,210,180.60	\$ 1,210,180.60
110	Chute Earthwork	1	LS	\$ 381,656.00	\$ 381,656.00
120	Drain System	1	LS	\$ 84,808.95	\$ 84,808.95
130	Perm. Sheet Pile and Sheet piling	1	LS	\$ 848,625.71	\$ 848,625.71
140	Bracing	1	LS	\$ 205,966.48	\$ 205,966.48
150	Steel Sheet piling	1	LS	\$ 432,267.40	\$ 432,267.40
160	Concrete	1	LS	\$ 1,214,533.92	\$ 1,214,533.92
170	Fencing	1	LS	\$ 26,945.12	\$ 26,945.12
180	Restoration	1	LS	\$ 124,322.80	\$ 124,322.80
190	Spillway Rehab Work	1	LS	\$ 102,505.79	\$ 102,505.79
200	Traffic Control	1	LS	\$ 16,311.28	\$ 16,311.28
210	Temp Access	1	LS	\$ 207,444.06	\$ 207,444.06
<b>Base Bid SUBTOTAL</b>					<b>\$ 6,958,250.00</b>
<b>Unit Prices</b>					
500	Concrete Repair - Shallow	15	SF	\$ 380.00	\$ 5,700.00
510	Concrete Repair - Deep	15	SF	\$ 900.00	\$ 13,500.00
520	Concrete Repair - Corner	5	FT	\$ 1,260.00	\$ 6,300.00
530	Crack Injection	50	FT	\$ 200.00	\$ 10,000.00
540	Floor Crack Injection	25	FT	\$ 250.00	\$ 6,250.00
550	Backfill Void Grouting	2	CF	\$ 3,870.00	\$ 7,740.00
<b>Unit Prices SUBTOTAL</b>					<b>\$ 41,750.00</b>
<b>Allowances</b>					
901	Dewatering Allowance	1	LS	\$ 250,000.00	\$ 250,000.00
902	Utility Relocation Allowance	1	LS	\$ 50,000.00	\$ 50,000.00
<b>Allowances SUBTOTAL</b>					<b>\$ 300,000.00</b>

<b>TOTAL BASE BID</b>	<b>\$ 7,300,000.00</b>
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# JD240509

# Forst Lake SSP Spillway





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## Attachment 2: Filter Layers

740

EXISTING SPILLWAY  
CULVERT

TRANSITION CHANNEL

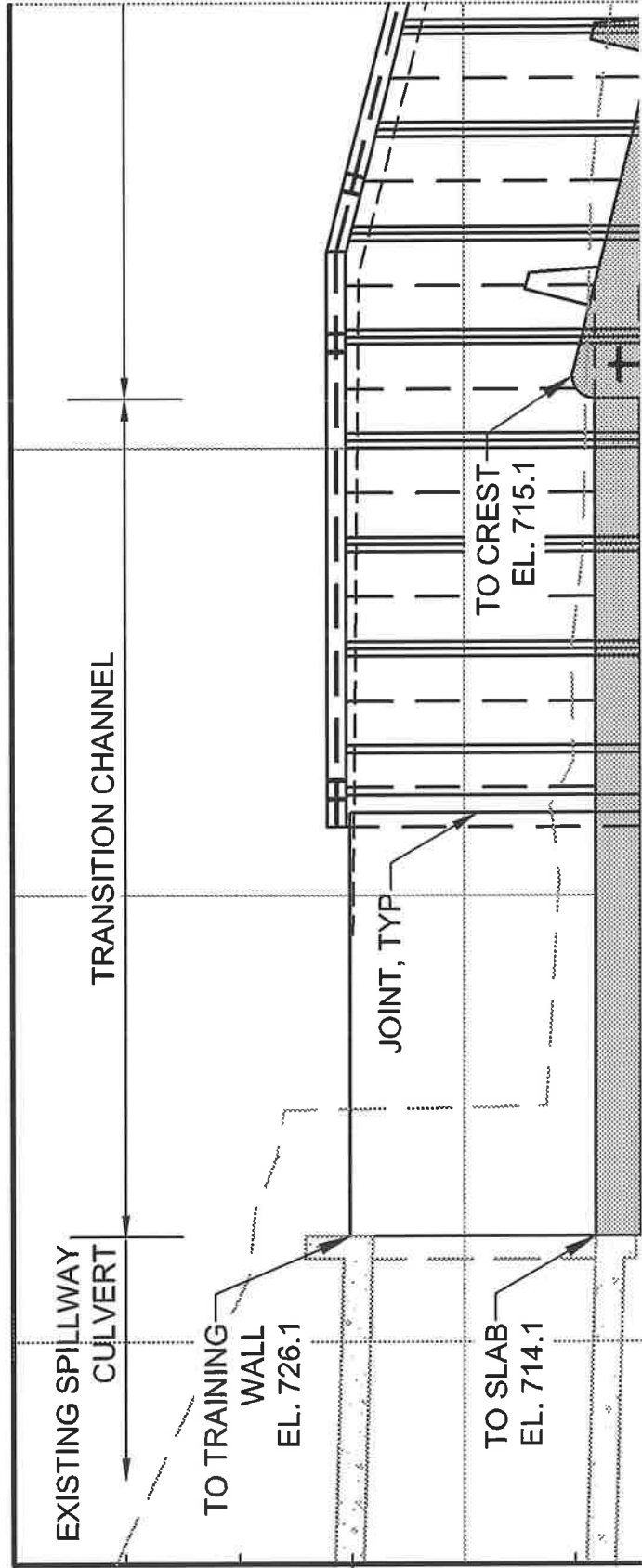
TO TRAINING  
WALL  
EL. 726.1

JOINT, TYP

TO SLAB  
EL. 714.1

TO CREST  
EL. 715.1

720







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## Attachment 3: Excavation Plan

2+60

