

**FOREST LAKE PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES
April 15, 2023**

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. ROLL CALL

Board Members Present: Daniel LeFevre ("LeFevre"), James Kelly ("Kelly"), Vito Manzella ("Manzella"), Debra Wojie ("Wojie"), Gene Ross ("Ross"), Tracy Reitzloff ("Reitzloff"), Daniel Mancani ("Mancani"), Matthew Winberg ("Winberg")

Board Members Not Present: Ron Swagman ("Swagman")

III. REVIEW OF PREVIOUS MEETING MINUTES

Moved by Kelly, seconded by Ross, motion carried to approve the March 11, 2023, Meeting Minutes.

Voting Yes: LeFevre, Kelly, Ross, Wojie, Manzella, Reitzloff, Mancani, Winberg

Voting No: None

Absent: Swagman

IV. DIRECTOR REPORTS

A. Dam Safety (LeFevre) - USDA previously asked to hold bi-monthly, Friday afternoon, project update meetings. Concept designs (3 concepts) are now due Monday, April 17, 2023. The first concept (replacing the spillway) budget is approximately \$6,662,602.00. The EGLE \$2,300,000.00 grant request looks promising as ours is currently the only request.

A petition was received from property owners stating a member vote should be held regarding the appointment of the Forest Lake representative to the Lake Level Board per the Bylaws/Covenants. After consulting with counsel, Forest Lake's Bylaws/Covenants do not support the petitioner's position and the FLPOA Board can appoint the Lake Level Board's Forest Lake member. The member appointed shall serve a two (2) year term and serve at the pleasure of the FLPOA Board. The appointed member shall provide updates to the FLPOA Board regarding maintenance and operation(s) of the Lake Level control structure and related infrastructure on a regular basis or upon request by the FLPOA Board. The Lake Level Board is responsible for the dam/spillway only.

Manzella asks LeFevre if he is meeting with Warren Miller privately. LeFevre responds Mr. Miller wants to have an orientation, individually, to save time, and possibly to coach as to how this thing should run. LeFevre states they want to talk about history.

Moved by LeFevre, seconded by Ross, motion carried to approve the Resolution to Appoint a Member to the Forest Lake Level Authority Board.

Voting Yes: LeFevre, Kelly, Ross, Wojie, Manzella, Reitzloff, Mancani, Winberg
Voting No: None
Absent: Swagman

Moved by Kelly, seconded by Ross, motion carried to appoint Dan LeFevre to the Forest Lake Level Authority Board.

Voting Yes: LeFevre, Kelly, Ross, Wojie, Manzella, Reitzloff, Mancani, Winberg
Voting No: None
Absent: Swagman

The first Lake Level Board meeting will be held on April 20, 2023, at 9:00 a.m. (County Commissioner's office, 120 N. Grove, Standish, Michigan).

There is concern that establishing a Lake Level Authority Board will make Forest Lake a public lake. One has nothing to do with the other. Forest Lake is an established 501C4 and removes tax liability from common property (1000+acres), etc. Forest Lake's Articles were originally filed on 9/7/1970 as a Non-Profit Company. All property fronting Forest Lake is privately owned. Discussion as to beach access by the public.

B. Legal, Lake Ecology, Fish Stocking, Insurance (Swagman) - Property owner called LeFevre called about the holding basin, expressed concerned about a possible smell and impact to his lake water. LeFevre informed him a letter went out and the holding basin permit went through EGLE, proposal from Savin Lake Services. Winberg explains the mechanism of a holding basin and there being no odor produced.

C. Parks and Recreation (Reitzloff) – Have several members helping me organize data/thoughts. Looking to form a small parks committee and hold park clean-ups/volunteers. Asks to have maintenance look at Whippoorwill's playground equipment, painting it and replacing/repairing missing swings. Winberg donated all Chili Cook Off earnings to parks and recreation.

Secretary presents a Board Memorandum as to Board nomination status, final nomination results due May 1, 2023.

Ray Daniels is asking for the vote tally for last year's board tally. The election tally is as follows:

Tracy Reitzloff: 458
Vito Manzella: 387
Brian Andrews: 321
William Roth: 265
Cheryl Lince: 251
Matthew Winberg: 151

D. Campground, Office, Activities (Kelly)

The Office staff is currently overloaded, it is requested that Board tasks be limited. Need to replace a printer. Campground opens May 1st, and the rates were increased. Many SAD payments are being paid off in full. Kelly is working on the budget. Requests have been received for a balance sheet/income statement and Kelly states it will be available upon request. Financial reports are generally available at the Annual Meetings and Manzella also suggests posting on the web page.

E. Maintenance (Ross)

Logging revenue has increased and the logging itself should have been done years ago. The burn pile camera needs to be addressed as people are dumping trash at the pile. The spotty wifi/internet causes the cameras to malfunction preventing us from identifying those dumping trash at the burn pile. Discuss internet with Vogtmann. Whippoorwill trees that fell into the ravine were removed for \$500.00. The maintenance/red truck requires front end work.

Moved by Ross, seconded by Kelly, motion carried to approve spending up to \$900.00 for red truck preventative maintenance.

Voting Yes: LeFevre, Kelly, Ross, Wojie, Manzella, Reitzloff, Mancani, Winberg

Voting No: None

Absent: Swagman

Loggers have agreed to repair the roads damaged by them. Deepwoods will not only be repaired but it will be improved.

Kelly suggests selling the PTO generator and recommends the purchase of a generator to run campground services during an electrical outage. Ross states we have another back up generator.

F. Security, Communications (Manzella) - The Equinox is having mechanical issues. At Your Own Risk signage for swimmers/ice will be placed at all appropriate lake access sites. Security will now wear name badges as requested. Discussion as to the workload/responsibilities of the office staff. Manzella is still working on the speed limit issue within Forest Lake as Michigan law states subdivisions should be posted with a speed limit of 25mph.

G. Refuse, Merchandise (Wojie) – Dumpsters open May 1, 2023. Thanks to maintenance, for their work at the Trash Shack. Requests functional cameras/lighting due to large items being dumped at the dumpsters. Merchandise orders will be available for pick up Memorial Day/Craft show or shipped to their homes for extra charge.

H. Liens & Foreclosures (Winberg) – There is a convenience fee of \$42/year to those who chose the \$200/year SAD payment option. Some of those paying the \$200/year are requesting to pay off the balance early and avoid the accruing convenience fee(s). The Board agrees that when requested the convenience fee is due up until that point and the remainder due is paid minus any further convenience fee.

Moved by Winberg, seconded by Kelly, motion carried to approve the office policy that when there is a request made to pay off the SAD early, the member will pay any convenience fee(s) due and owing to the point of the payoff and the remaining amount due will total \$1,580.00.

Voting Yes: LeFevre, Kelly, Wojie, Manzella, Reitzloff, Mancani, Winberg
Voting No: None
Abstain: Ross
Absent: Swagman

Winberg states some had no knowledge of the SAD, discussion as to waiving convenience fees/penalties and having them pay the \$1,580.00 due and owing. If someone bought a lot from someone who did not pay their SAD, the SAD is due from buyer, buyers should be performing proper due diligence.

I. Clubhouse, Storage Area (Mancani) – Raised storage area to \$50.00/Annually.

V. NEW BUSINESS

A. Lake Level Board

- i. Legal assessment of petition to allow members to vote on appointee**
- ii. Proposed resolution**
- iii. Nominations for FLPOA appointee to Lake Level Board**
- iv. First Lake Level Board meeting to be held at 9:00 a.m. at County**

Commissioner’s office (120 N. Grove, Standish, Michigan) on Thursday, April 20, 2023.

- B. Review of 501C4 designation, FLPOA real property holdings and lake access issues**
- C. Annual Dues Plan – on held pending tangible progress on spillway project.**
- D. Director Terms (for reference only)**
 - i. Expiring 7/2023: Ross, Mancani and Kelly**
 - ii. Expiring 7/2024: Swagman, Wojie and LeFevre**
 - iii. Expiring 7/2025: Reitzloff, Manzella and Winberg**


VI. SCHEDULE OF UPCOMING MEETINGS

- A. May 13, 2023 @ 9:00 a.m. (Open to all Members)**
- C. June 10, 2023 @ 9:00 a.m.**
- D. July 8, 2023 @ 9:00 a.m. (Annual Meeting – Open to all Members)**

VII. ADJOURNMENT

Moved by LeFevre, seconded by Wojie, motion carried to adjourn the April 15, 2023, Meeting at 11:38 a.m.

Voting Yes: LeFevre, Kelly, Wojie, Manzella, Reitzloff, Mancani, Winberg, Ross
Voting No: None
Absent: Swagman


Tracy L. Reitzloff, Secretary
Approved: May, 13, 2023