

- 1. **Call to Order** **Time: 9:00 AM**
- 2. **Roll Call:** **Absent: Daniel LeFevre, Brian Andrews, Daniel Mancani** **Quorum: NO**
- 3. **Condolences: Barbara Eichman, Paul Dunham**
- 4. **Review of previous meeting minutes**  
  - Motion #1:** Approve the November 20, 2021 BOD Meeting Minutes and the November 20, 2021 Special Meeting Minutes. **Motion: Tabled**
- 5. **President's Report**
- 6. **Director's Reports**

<b>President</b>	<b>Dennis Monsere</b>	<b>Dam Safety</b>
<b>Vice-President</b>	<b>Ron Swagman</b>	<b>Legal, Lake Ecology, Fish Stocking, Insurance</b>
<b>Secretary</b>	<b>Daniel LeFevre</b>	<b>Liens &amp; Foreclosures,</b>
<b>Treasurer</b>	<b>James Kelly</b>	<b>Campground/Cabin Rentals</b>
<b>Director</b>	<b>Gene Ross</b>	<b>Maintenance</b>
<b>Director</b>	<b>Brian Andrews</b>	<b>Office, Personnel</b>
<b>Director</b>	<b>William Roth</b>	<b>Security, Rental Docks, Boat Launch Watch</b>
<b>Director</b>	<b>Debra Wojie</b>	<b>Assistant Treasurer, Refuse, Merchandise, Activities &amp; Communications</b>
<b>Director</b>	<b>Daniel Mancani</b>	<b>Housekeeping, Clubhouse/Pavilion, Storage Area</b>

**6. New Business:**

**Motion #2:** Allocate funding for payment of legal fees invoiced by Birchler, Fitzhugh, Purtell & Brisette PLC. **Motion: Tabled**

**Motion #3:** Increase the mileage reimbursement for FLPOA personnel from the current amount to the IRS amount and adjust the future reimbursement rate to match the IRS rate when changes occur. **Motion: Tabled**

**Motion #4:** Authorize the sale of Forest Lake No. 2 Subdivision lots 712, 713 & 714 owned by FLPOA for \$6,500. **Motion: Tabled**

**Motion #5:** Accept the quote from T. Z. Contracting for construction of an access road to serve a future lake inlet sediment pond and dam at Whipporwill Park. **Motion: Tabled**

**Motion #6:** Accept the proposal from Savin Lake Services for 2022 lake consulting services. **Motion: Tabled**

**Motion #7:** Allocate funding for payment of legal fees incurred by Moffatt Township while assisting FLPOA with special assessment investigations. **Motion: Tabled**

## **PRESIDENTS REPORT**

### **Nominations for 2022 Board of Directors Election**

Nominations for the Board will be accepted beginning on April 1st in accordance with the Bylaws, Article VI, Section 15. Membership privileges have been suspended for all members whom have not made a Special Assessment (SA) payment in accordance with the Bylaws, Article II, Section 5.1. Therefore, members that have not made a SA payment as of April 1st are not eligible to submit nominations or to be nominated.

There are currently over 200 members that have had their privileges suspended.

### **Forest Lake Social Events**

The annual Ox Roast has normally been the largest Forest Lake social event. Central Michigan District Health Department regulations regarding food served to the public and the State of Michigan rules for raffle licensing are followed. The Board of Directors votes to supply start up funds for the event and a detailed income and expenses accounting is provided after the event.

The Corn Roast and Ice Fishing Contest started out as relatively small events compared to the Ox Roast but attendance has increased considerably at the most recent events held. Food has been served to the public and raffles have been held at these events and therefore Health Department Regulations and raffle licensing rules apply. The Board has not provided start up funds for these events and income and expense accounting has not been available to the Board.

Therefore, in view of the considerable controversy and rumors regarding the Boards intentions, the Board is currently developing guidelines for hosting larger social events at Forest Lake. Revisions to our Rental Contract Form are also being discussed. After the Board has reached an agreement the proposed documents will be reviewed by our attorney.

Our goal is to present the Rental Contract Revisions and Large Event Guidelines at the May Board meeting. We will not be addressing any public comments on these issues at today's meeting since our work is not complete.

The Board is not attempting to restrict or shut down events. However, it is our responsibility to protect the interests of the Association with regard to potential liability issues, violations of Health Department Regulations, raffle licensing violations, and potential loss of our non-profit status.

After the Board finalizes the updated rental contract, and large events guidelines, the documents will be available to Association members in order that everyone understands what is expected. Misunderstandings resulting from verbal discussions or agreements will be eliminated.

President, Dennis Monsere

## DIRECTORS REPORTS

### Dam Safety

Fisher Contracting Co. of Midland submitted the only bid for the Spillway Repair Project on February 4, 2022 in the amount of \$4.27 M with a voluntary alternate bid of \$3.27 M. If the base bid is accepted the Contractor is responsible for potential damage to new work if the dam overflows during construction. The voluntary alternate transfers the risk from the Contractor to FLPOA at a deduct of \$1.0M from the base bid. Both the base bid and the alternate includes the design, installation and operation of a temporary siphon system to bypass lake inflow around the construction area and maintain the lake at the winter level. Storage volume in the lake will also be used to minimize the potential of a dam overflow. The siphon system consists of eight 24" diameter pipelines, and one 18" diameter pipeline, extending from the lake to a location downstream of the new construction to accommodate normal flow, and storm flow, from the dam to the Rifle River during construction of the new spillway. In order to protect FLPOA from the assigned risk a portable stand-by powered pumping system will be made available through the Contractor but the cost will be assumed by FLPOA if emergency pumping is required.

Events which have occurred since the bid was received are as follows:

- The Board requested cost breakdown information from the Contractor in order to prepare a request for additional USDA funding.
- Preliminary review of the bid information, and USDA experience with the Contractor, indicates that the Contractor is well qualified for the project. Fisher Contracting is currently constructing a project for stabilization of the failed dams in Gladwin and Midland County. USDA is involved in the project and is satisfied with Fisher's work ethic and performance.
- Review of the proposed siphon system indicates that the system has capacity equivalent to the normal method used by the Maintenance Department for control of lake level during rain events. Therefore, it is unlikely that a significant rise in lake level would occur with the siphon system in operation unless an extreme rain event occurs. In addition, the Board will negotiate with Fisher Contracting to make arrangements for the availability of emergency pumping equipment if the need arises. A pre-contract addendum to the Contract will specify details of the operation of the siphon and requirements for the availability of emergency pumping equipment.
- The Board has submitted a request to USDA for additional funding with the understanding that the voluntary alternate will be accepted. Our funding increase request is in the amount of \$1.96 M based on the \$3.27 M bid with a 15% contingency. This request is in addition to the \$1.1 M Federal/State funding for construction received previously. The USDA grant covers 75% of eligible costs and therefore the balance to be paid by FLPOA is approximately \$742,000 for the 25% match and approximately \$87,000 of grant ineligible work.
- The Board along with our sponsor, Arenac County, is attempting to procure additional State of Michigan grant funding. Senate Bill 565, which includes \$680 M for Michigan dams, and the State 2023

Budget of \$34 M for High Water Infrastructure may be sources of funding to cover all, or part of, FLPOA's responsibility. Because of the Contractor requirement for FLPOA to provide proof of available funding for the entire contract, it may be necessary to identify some funding from the Special Assessment collections intended for the lake dredging project to be reallocated to the spillway project.

- The bid price for the proposed new slide gates to replace stop logs at the dam is approximately \$170,000. The slide gates, and associated electrical work, are not eligible under the USDA grant. Therefore, the slide gate alternate will not be included in the Contract since the price is well in excess of the \$50,000 grant from the Saginaw Chippewa Indian Tribe. Replacement of the 7'-0" wide white oak stop logs with aluminum stop logs in lieu of the slide gates may be considered. The aluminum stop logs would be equipped with an improved lifting system which would provide for easy access to the stop logs even when the stop logs are submerged. Installation of electrical receptacles and lighting for the dam may also be considered. The electrical installation would eliminate the need for the use of a portable generator to power the motorized hoist used in the spring and fall for installation and removal of stop logs.
- USDA has granted a time extension for our project until December 31, 2022.
- The State of Michigan EGLE, Dam Safety Unit previously indicated that the Public Notice would be issued by February 22nd but then requested additional information from Lapham Engineering. The information requested by EGLE has been submitted but the Public Notice has not been issued as of this date. A permit cannot be issued until the 20 day notice has expired without any public contest.

The Board's goal is to procure sufficient public assistance grant funding and enter into a Contract with Fisher Contracting by the end of April. Fisher Contracting will not sign a Contract unless FLPOA provides evidence that we have total funding identified and available for the project. Therefore, if funding has not been procured by the end of April the May 1st construction start date will be delayed. Fisher Contracting is required to hold their bid until May 5th and they have indicated that they cannot hold their bid for any additional days due to volatile markets. However, a negotiated revised bid price after May 5th is possible.

President, Dennis Monsere

### **Lake Management Consulting Services**

A new consulting service is being employed for lake management, water quality, and aquatic weed and algae control. The company is Savin Lake Services, licensed and insured, and located in Hale, MI. Their website is [lakeandpond.com](http://lakeandpond.com) for a review of their complete profile, credentials, experiences, and customer reviews.

### **Lake Dredging**

Savin Lake Services is also a Hydraulic Dredging Contractor and is in the process of quoting the dredging project. The hydraulic dredging process is quite different from the mechanical dredging process as it must be performed when the lake water level is high rather than at a low point. The disposal of spoils is also quite different as all spoils will be pumped to an engineered holding pond as opposed to trucking spoils to several disposal sites. Portions of the lake may be used during the dredging process as the operation will be

concentrated at specific areas. The Hydraulic Dredging Contractor does not do excavating so the pond and dam construction and repair will need to be performed under a separate project and a different contractor. Access roadways to the west end at Crane Bay and the north end to the Seder inlet will still be needed for access. Easement access has been approved and recorded at the east end and quotes are currently being received. Easement access on the north end has been verbally approved but no quotes have been pursued at this time.

Vice President, Ron Swagman

### **Liens & Foreclosures**

To date we have collected nearly \$1.15 million in Special Assessment funds. The table below summarizes what we have deposited in the bank through February 18th, the number of members participating and the number that have not participated to date. With 256 members participating in Plan 4 (the 10-year option), we expect to receive \$51,200 annually that is currently targeted to be applied to help repay any SBA debt that we incur. Our goal remains to have full participation with all 1,176 members. Special Assessment @ 2/18/2021

Total Members	Participating Members	Participating in Plans 1, 2 or 3	Participating in Plan 4	Members not currently Participating	Board Goal	Prior to Starting Construction	Dollars collected					
\$55,962	\$0	\$1,350,000	# Members 1,176	681 (58%)	256 (22%)	239 (20%)	N/A					
\$51,200	N/A	N/A	Targeted Member Participation 1,176	882 (75%)	294 (25%)	0	N/A					
\$1,981,560	\$1,393,560	\$588,000	\$0	N/A	As a reminder, on November 20th the Board approved a motion to add a provision to our Bylaws: "If any annual or special assessment payment is delinquent by 30 days, or more, the Association shall have the right to place a lien on the affected property and foreclose on it. Any attorney fees and costs associated with the lien and foreclosure shall be added to the amount of the lien. The delinquent assessment shall draw interest at the rate of seven percent per year. Any attorney fees and costs associated with the discharge of a lien shall be assessed against the owner of the effected property." Also, during the November 20th meeting the Board approved a motion to petition the court to amend our Restrictive Covenants to include language consistent with the Bylaws. An action is expected to be filed in the very near future. Lastly, I would like to thank the many members who have contacted me in the last six months. I did not count, but I estimate I have spoken with about 100 members. As a relatively new member I have found the feedback and history to be extremely helpful. Our lake restoration project is extremely complicated, and our resources are very limited. As a result, both our volunteer board and our members have been unable to make decisions with complete information on cost and scope. We do know we will need to participate in the funding with our wallets, and it is clear a special assessment was necessary to be prepared to hire contractors when the permitting and construction bidding process finally arrived. To achieve and maintain a trust with our members, I am grateful so many members took the time to call. Thanks again							

Director, Daniel LeFevre

## **Maintenance**

The Board is investigating the possibility of working with a Forester to develop a Contract for select cutting of trees on FLPOA common ground areas.

FLPOA members are encouraged to contact State Senator James Stamas and Representative Jason Wentworth regarding the request for State funding for the spillway repair project.

Director, Gene Ross

## **Security**

I hope everyone is well and thank you for attending the meeting. Currently Security is performing up to 170 house checks weekly, please keep your driveway entrance plowed so that our vehicle can enter your driveway. We have had a few bad storms knocking electrical power out lately, usually the causes are the Black Oak trees snapping off. If power goes out, Security will open the Clubhouse for residents that are without a generator. Please check with Security. The entrances to Crane and Ringneck Parks are very dangerous because of ice. Anyone venturing down these steep hills may not be able to make it back up the hill. Please avoid these areas. A tow truck probably will not help you. The ice on the lake is starting to deteriorate so be very cautious. A reminder that no ORV's and other motorized vehicles are allowed on our Common Grounds, this includes the beach area, children use the hill for sledding. Signs are posted. Please keep everyone's children safe. Now that Forest Lake has a list of property owners that have had their Membership Privileges Suspended, Security Staff will now begin enforcing this. These individuals will not be allowed to use the Common Grounds, this also includes the beaches, use of Docks, Boat Launch, Storage or Trash Site, etc. An updated list of these property owners will be kept in the Security Vehicle. For medical emergencies and other law enforcement issues please call 911.

Director, William Roth

## **Assistant Treasurer:**

I continue to make myself available twice a month to sign checks.

## **Communications:**

Email communications are sent out periodically. In lieu of the FLIP an electronic Newsletter was published and posted to the website. It is entitled, 2021 A Year in Review. It is available for download from the website if you wish to have a hard copy.

## **Activities:**

Both Women's Bunco and Spades/Sevens will be starting up again in March. I have met with Dinner Club volunteers to discuss reopening this activity. Golf putting practice on Mondays at the clubhouse will be coming to an end on March 12<sup>th</sup>. Keep an eye out for information on when Golf, Pickleball, and Picnic in the Park will be starting up again.

The Board is currently developing guidelines for hosting larger social events at Forest Lake. After the Board has reached an agreement, the proposed document will be reviewed by our attorney. The goal is to present the Large Event Guidelines at the May Board meeting.

All activities are being asked to refrain from using the fireplace in the clubhouse without written permission at this time.

Plans are being made to resume Dinner Club beginning April 20. Marion Seder will cater the meal, and tickets will be available in the office after April 1. Thank you for all who came out today to discuss plans and prepare to resume monthly dinners.

**Refuse:**

All trash container closed for the winter months will be reopened at the beginning of May.

Thank you to Sue Hughes, Tom Hughes, and Security for all you help at the Trash area during the winter months.

**Merchandise:**

An order will be placed next month for summer clothing, mugs, and tumblers. This winter we added soft sided coolers and wine koozies.

Director, Debra Wojie

**PUBLIC COMMENT**

**Question:** Will the dredging project be delayed?

**Response:** If the Board elects to accept the proposal for hydraulically dredging the lake dredging would probably occur next year since the lake must be at the normal level to provide barge access to the areas to be dredged. The lake level must remain at the winter level until the spillway project is complete.

**Question:** Where is the access to the lake for ice fishing in the beach area?

**Response:** There is an opening in the fence along the dam road.

**Comment:** Boat dock access at Whippoorwill Park is not convenient.

**Response:** The proposed new sediment pond access road will be available for golf cart/ATV vehicle access to the docks.

**Question:** What is the policy for handicapped access to the West End Boat docks?

**Response:** The handicapped accessible dock is available or members can request a waiver that allows the use of a golf cart/ATV to access the rental docks.

**Question:** Where is the sign for the Highlands?

**Response:** A new sign will be installed in the near future.

**Question:** Will residents be notified when the common ground select cutting begins?

**Response:** Select cutting is just being investigated at this time.

**Question:** Can SBA loan funds be used for FLPOA's share of the spillway project cost?

**Response:** No, the SBA loan is designated for dredging and grant ineligible spillway costs (fencing and road repaving). Also, Federal funding from other agencies cannot be combined with USDA funding. The Board's intent is to minimize the use of SBA funding. The Board will present a detailed financial plan when grant funding for the spillway is finalized.

**Question:** Can plan No. 4 payments for the Special Assessment be made in amounts greater than \$200/year?

**Response:** Yes. The office will keep track of all payments made.

**Comment:** The Moffatt Township ordinance allows camping on private property but the Forest Lake Covenants only allow the use of camper for 6 months while a residence is being constructed. Is a permit required by the Township if a camper is used in accordance with the Covenants?

**Response:** This issue should be presented to the Moffatt Township Board. The FLPOA Board did send a letter to property owners that were camping on their property on Whitetail. The letter was rejected by the property owners and the camper is still on the property.

**Meeting Adjourned**



**MEETING MINUTES  
FOREST LAKE BOARD OF DIRECTORS MEETING  
May 7, 2022**

1. **Call to Order** **Time: 9:00 a.m.**  
2. **Roll Call** **Absent: Daniel LeFevre, Brian Andrews** **Quorum: Yes**

3. **Review of previous meeting minutes**

**Motion #1:** Approve the November 20, 2021 BOD Meeting Minutes, November 20, 2021 Special Meeting Minutes and the March 12, 2022 BOD Meeting Minutes. Motion: Dennis, Support: Ron, Motion passed 7-0.

4. **Director's Reports**

<b>President</b>	<b>Dennis Monsere</b>	<b>Dam Safety</b>
<b>Vice-President</b>	<b>Ron Swagman</b>	<b>Legal, Lake Ecology, Fish Stocking, Insurance</b>
<b>Secretary</b>	<b>Daniel LeFevre</b>	<b>Liens &amp; Foreclosures,</b>
<b>Treasurer</b>	<b>James Kelly</b>	<b>Campground/Cabin Rentals</b>
<b>Director</b>	<b>Gene Ross</b>	<b>Maintenance</b>
<b>Director</b>	<b>Brian Andrews</b>	<b>Office, Personnel</b>
<b>Director</b>	<b>William Roth</b>	<b>Security, Rental Docks, Boat Launch Watch</b>
<b>Director</b>	<b>Debra Wojie</b>	<b>Assistant Treasurer, Refuse, Merchandise, Activities</b>
<b>&amp; Communications</b>		
<b>Director</b>	<b>Daniel Mancani</b>	<b>Housekeeping, Clubhouse/Pavilion, Storage Area</b>

5. **New Business:**

**Motion #2:** Allocate funding for payment of legal fees invoiced by Birchler, Fitzhugh, Purtell & Brissette PLC. (\$1,931.25). Motion: Ron, Support: Gene, Motion passed 7-0.

**Motion #3:** Increase the mileage reimbursement for FLPOA personnel from the current amount to the IRS amount and adjust the future reimbursement rate to match the IRS rate when changes occur. Motion: Dennis, Support: Ron, Motion passed 7-0.

**Motion #4:** Authorize the sale by FLPOA of: Forest Lake No. 2 lots 712, 713 & 714 for \$7,000; Forest Lake Heights lot 33 for \$3,000.00, and Forest Lake Grove No. 1 lots 277 & 278 for \$5,000.00. Proceeds from the property sales will be deposited in the Special Assessment account. Motion: Dennis, Support: Ron, Motion passed 7-0.

**Motion #5:** Accept the quote from T. Z. Contracting for construction of an access road to serve a future lake inlet sediment pond and dam at Whipporwill Park and to improve access to boat docks. (\$12,300.00). Motion: Ron, Support: James, Motion passed 7-0.

**Motion #6:** Accept the proposal from Savin Lake Services for 2022 lake consulting services. (\$6,900.00). Motion: Ron, Support: James, Motion passed 6-1, Director William Roth voted NO.

**Motion #7:** Allocate funding for payment of legal fees incurred by Moffatt Township while assisting FLPOA with special assessment investigations, NFIP enrollment, etc. (\$893.00). Motion: Dennis, Support: Ron, Motion passed 7-0.

**Motion #8:** Accept the proposal from Merjent for an Architectural Evaluation of the dam as required by USDA-NRCS as a part of the grant program. The cost of the evaluation (\$9,000.00) is eligible under the Technical Assistance portion of the USDA grant. Motion: Dennis, Support: Ron, Motion passed 7-0.

**Motion #9:** Allocate funding ( \$27,725.00) for Savin Lake Services to apply for a soil erosion permit and to modify the existing EGLE dredging permit, or prepare a new permit for hydraulic dredging. Services will also include project management, engineering and oversight of the dredging project. Services provided by Savin Lake Services will be deleted from the existing dredging engineering contract with Lapham Associates and the fee will be adjusted accordingly. Motion: Ron, Support: Dennis, Motion passed 7-0.

**Motion #10:** Accept the bid from Fisher Contracting Co. for the Spillway Repair Project in the amount of \$3,323,550.00. Motion: Dennis, Support: Ron, Motion passed 7-0.

**Motion #11:** Accept the proposal from Bock Electric (\$2,150) to provide a 100 amp electrical service with a receptacle and lighting for the dam. Motion: Ron, Support: Dennis, Motion passed 7-0.

**Motion #12:** Allocate funding (\$17,000.00) for purchase of a used 2002 pickup truck, with plow, for the Maintenance Department to replace the existing white pickup truck. The white truck is uninsured and cannot be driven by FLPOA employees. The truck will be sold, or scrapped, and a detailed business plan for the Snowplow Club will be prepared by June 30, 2022. The business plan shall compare income and expenses for the snowplowing operation for both two and three truck operation. In order to justify the use of three trucks the plan shall provide evidence that the added snow plow club income generated by serving additional customers exceeds the expense of purchasing, operating and maintaining a third truck. If the three truck operation is not found to be cost effective, or if an acceptable business plan is not completed by the deadline, the Maintenance Department truck fleet will be reduced to two trucks. Motion: Dennis, Support: Ron, Motion passed 7-0.

**Motion #13:** All repairs to FLPOA vehicles and expenditures for parts, tires, etc. must be presented by the to the Board of Directors for approval. The Directors in charge of Maintenance and Security shall present the proposed expenditures to the Board. Motion: Dennis, Support: Ron, Motion passed 7-0.

## **6. Public Comment**

## **7. Motion to Adjourn**

*(Approved August 13, 2022)*

**MEETING MINUTES**  
**ANNUAL FOREST LAKE BOARD OF DIRECTORS MEETING**  
**July 9, 2022**

**Call to Order**

**Time: 9:00 a.m.**

**Pledge of Allegiance:** Alyce Ortel

**Invocation:** Alyce Ortel

**Roll Call of Directors:** Daniel LeFevre absent

**Introduction of the Sergeant of Arms:** Thomas Hughes

**Owners Quorum:** Article VI, Section 4 of the By-Laws states: "The presence of fifty (50) members, either in person or by proxy, shall constitute a quorum for the transaction of business at an Annual Meeting".

**Parliamentary Procedure:** The President did not receive any correspondence ninety (90) days prior to the meeting date, therefore, according to Article VI, Section 5 of the By-Laws, the Agenda will be as set forth, unless motioned otherwise by a Board Member.

**Approval of the minutes from the Board of Directors May 7, 2022 Meeting**

Motion: Tabled. (Minutes are not available at this time,)

**Purpose of the Annual Meeting:** To elect candidates to the Board of Directors.

**Introduction of Candidates:** Brian Andrews, William Roth, Cheryl Lince, Tracy Reitzloff, Vito Manzella, Jr., Matthew Winberg.

**Directors Reports**

<b>President</b>	<b>Dennis Monsere</b>	<b>Dam Safety</b>
<b>Vice-President</b>	<b>Ron Swagman</b>	<b>Legal, Lake Ecology, Fish Stocking,</b>
<b>Insurance</b>		
<b>Secretary</b>	<b>Daniel LeFevre</b>	<b>Liens &amp; Foreclosures,</b>
<b>Treasurer</b>	<b>James Kelly</b>	<b>Campground/Cabin Rentals</b>
<b>Director</b>	<b>Gene Ross</b>	<b>Maintenance</b>
<b>Director</b>	<b>Brian Andrews</b>	<b>Office, Personnel</b>
<b>Director</b>	<b>William Roth</b>	<b>Security, Rental Docks, Boat Launch</b>
<b>Watch</b>		
<b>Director</b>	<b>Debra Wojie</b>	<b>Assistant Treasurer, Refuse,</b>
<b>Merchandise, Activities &amp; Communications</b>		
<b>Director</b>	<b>Daniel Mancani</b>	<b>Housekeeping, Clubhouse, Storage</b>
<b>Area</b>		

**Introduction of the Voting Committee and the Election Results**

The voting committee consisted of Eleanor Lutz and Kathy Ferguson.

**Voting Results**

Tracy Reitzloff 458

Vito Manzella, Jr. 387

Brian Andrews 321

**Public Comment**

Question: Why aren't copies of the CPA firms audit available at the meeting?

Response: The CPA firm did not provide a copy of the audit prior to the meeting. Copies will be made available as soon as the document is provided by the CPA.

Comment: Please explain the discrepancies in the latest employee salary increases.

Response: Salary increases were merit based.

Question: Did any government agency give directions to the Maintenance Department during the May 2020 flood regarding stop log removal?

Response: No government directions were provided. The Maintenance Department followed standard procedures and removed one section of stop logs from each flow channel. Additional stop logs could not be removed since they were submerged and connection of the lifting beam to the submerged logs is virtually impossible. Stop logs were reinstalled after the storm to reduce the spillway flow.

### **Adjournment**

*Approved August 13, 2022*

**FOREST LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES**

**July 16, 2022**

**I. INTRODUCTION**

**Call to Order**

Daniel LeFevre called the meeting of the Forest Lake Property Owners Association ("FLPOA") Directors to order at 11:00 a.m.

**Roll Call**

Board Members Present: Daniel LeFevre ("LeFevre"), Ron Swagman ("Swagman"), James Kelly ("Kelly"), Brian Andrews ("Andrews"), Tracy Reitzloff ("Reitzloff"), Vito Manzella ("Manzella")

Board Members Present (remotely): Daniel Mancani ("Mancani"), Debra Wojie ("Wojie")

Board Members Not Present: None

**II. ELECTION OF OFFICERS**

**A. President**

Moved by Ross, seconded by Kelly, motion carried to elect Daniel LeFevre as the FLPOA President.

Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Andrews, Wojie, Manzella

Voting No: None

**B. Vice President**

Moved by LeFevre, seconded by Reitzloff, motion carried to elect Ron Swagman as the FLPOA Vice-President.

Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Andrews, Wojie, Manzella

Voting No: None

**C. Secretary**

Moved by LeFevre, seconded by Kelly, motion carried to elect Tracy Reitzloff as the FLPOA Secretary.

Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Andrews, Wojie, Manzella

Voting No: None

**D. Treasurer**

**Moved by LeFevre, seconded by Ross, motion carried to elect James Kelly as the FLPOA Treasurer.**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Andrews, Wojie, Manzella**

**Voting No: None**

**III. ALLOCATION OF DIRECTOR RESPONSIBILITIES**

- A. Dam Safety – Dennis Monsere/Forest Lake Project Manager
- B. Lake Ecology – Swagman
- C. Legal – Office
- D. Fish Stocking – Swagman
- E. Insurance - Swagman
- F. Liens/Foreclosures - tabled
- G. Campground/Cabin Rentals – Kelly
- H. Maintenance – Ross
- I. Office - Kelly
- J. Personnel – Andrews
- K. Climate Control – Andrews
- L. Camera System/Technical Support – Andrews
- M. Security - Manzella
- N. Surveillance System - Andrews
- O. Dock Rentals – Manzella
- P. Boat Launch Watch – Manzella
- Q. Refuse – Wojie
- R. Merchandise – Wojie
- S. Communications - Manzella
- T. Activities – Kelly
- U. Housekeeping – Mancani
- V. Clubhouse/Pavilion - Mancani
- W. Storage Area – Mancani
- X. Assistant Treasurer – Gene Ross

**IV. PUBLIC MEETINGS**

- A. August 13, 2022
- B. November 5, 2022
- C. March 11, 2023
- D. May 13, 2023
- E. July 8, 2023

**Other Proposed Meetings:**

- A. September 10, 2022
- B. October 8, 2022
- C. December 10, 2022
- D. January 14, 2023
- E. February 11, 2023

- F. April 8, 2023
- G. June 10, 2023

**V. LIENS AND FORECLOSURES – LOT SALES**

- A. #1 Ptarmigan Ct. - \$2,000.00 asking price – full offer received from Ron Zuwala

Moved by Lefevre, seconded by Ross, motion carried to approve the sale of Lot No. 477 Ptarmigan Ct. to Ron Zuwala in the amount of Two Thousand and 00/100 (\$2,000.00) Dollars.

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

- B. #2 Cranberry Dr. - \$1,600.00 asking price – full offer received from Tammy Hoebecke

Moved by LeFevre seconded by Ross, motion carried to approve the sale of Lot No. 47 - Cranberry Dr. to Tammy Hoebecke in the amount of One Thousand Six Hundred and 00/100 (\$1,600.00) Dollars.

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

- C. #5 N. Forest Lake Rd., \$7,500 asking price, \$7,000.00 offer from Brandon Bicol (previously approved)

- D. #6 S. Forest Lake Rd., \$3,000.00 asking price, full offer received from Craig Burns (previously approved)

- E. #7 Wilderness Drive \$6,000.00 asking price, \$5,000.00 offer received from Michelle Penkala (previously approved)

**VI. SPILLWAY**

Motion by LeFevre, second by Kelly, motion carried to appoint Dennis Monsere to act as the FLPOA Project Manager reporting to President LeFevre. (July 10, 2022/Project Manager Memorandum).

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

**VII. DREDGING**

Swagman states Whipoorwill Park's access road/parking sports is near completion.

**VIII. SECURITY**

**IX. COMMUNICATIONS**

**X. OFFICE**

**A. Record keeping clean-up/reconciliation**

Ongoing accounting/organization issues should be reconciled within a week. Office staff has worked hard and new and improved systems are being implemented.

**B. Back pay proposal – Tom Hughes**

Moved by Kelly, seconded by Ross, motion carried to approve Tom Hughes' raise retroactively.

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

**Voting No: Mancani**

**C. Raise Proposal – Elanor Lutz**

Moved by Kelly, seconded by Ross, motion carried to approve a five percent (5%) raise for Elanor Lutz.

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Andrews, Wojie, Manzella**

**Voting No: None**

**D. Moved by Kelly, seconded by Ross, motion carried to approve hiring Tessa Richards to clean campground facilities at the rate of \$11.52/hour.**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Andrews, Wojie, Manzella**

**Voting No: None**

**E. Check Signors – pursuant to the by-laws the Treasurer, Assistant Treasury & President will be check signors and a new resolution will be prepared by Secretary Reitzloff as required by our bank**

**XI. OTHER**

**A. Logging proposal update**

**Presentation by Gene Ross**

Moved by Ross, seconded by Manzella, motion carried to approve both the Maple Ridge logging contract and the Welch Land & Timber contract.

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Andrews, Wojie, Manzella**

**Voting No: None**

**B. Spill way/YouTube Videographer**

**C. Board Voting Outcomes**



**XII. ADJOURNMENT**

**Meeting adjourned at 1:24 p.m.**



**Tracy L. Reitzloff, Secretary**

**FOREST LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES**

**August 13, 2022**

**I. INTRODUCTION**

**Call to Order**

Daniel LeFevre called the meeting of the Forest Lake Property Owners Association ("FLPOA") Directors to order at 9:01 a.m.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

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

Board Members Not Present: Brian Andrews ("Andrews")

**IV. REVIEW OF PREVIOUS MEETING MINUTES**

**A. Approval of the May 7, 2022 Board of Director Meeting Minutes**

**Moved by Swagman, seconded by Kelly, motion carried to approve the May 7, 2022 Board of Director Meeting Minutes.**

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

**Voting No: None**

**Not Present: Andrews**

**B. Approval of the July 9, 2022 Annual Board of Director Meeting Minutes**

**Moved by Ross, seconded by Kelly, motion carried to approve the July 9, 2022 Annual Board of Director Meeting Minutes.**

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

**Voting No: None**

**Not Present: Andrews**

**C. Approval of the July 16, 2022 Board of Director Annual Meeting Minutes**

**Moved by Swagman, seconded by LeFevre, motion carried to approve the July 16, 2022 Annual Meeting Minutes.**

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

**Voting No: None**  
**Not Present: Andrews**

## **V. DIRECTOR/REPORTS**

President/Dan LeFevre (Dam Safety) – LeFevre presents and reads into the record the August 13, 2022, Spillway Update (Update attached hereto).

Vice-President/Ron Swagman (Legal, Lake Ecology, Fish Stocking, Insurance) stated that the access road off Kindig Rd., for the West end sediment pond at Crane Bay is 60% complete. Completion of the remaining access road and sediment pond is expected by the end of August.

Treasurer/James Kelly SBA loan, requesting updated insurance information. Looking for volunteers to assist with a Forest Lake St. Patrick's Day Party. Office staff doing a great job. Tammy started Friday.

Director/Gene Ross (Maintenance, Assistant Treasurer) states there have been some maintenance equipment issues (mowers, tractors). Asks for a fact check, do racoons/skunks eat hornets? Docks at the dam are finished, Wolverine – dock/walkways repaired, 4 replacement docks completed, Ringneck – dock/walkways repaired, 2 replacement docks completed. Sandhill Crane Park – dock/walkways and handicap dock repaired; 9 replacement docks not completed. Whippoorwill dock/walkways repaired; 2 docks still need to be replaced. Construction of access road is complete. Eventually 5 more docks may be installed at Whippoorwill and 3 docks installed at West End/Crane Park. (5 years). Highland Park dock repairs are completed. The logging contracts have been signed and work is scheduled to begin November 1, 2022. Residents have requested tree removal on their property, property owners may contact the company directly, Maple Ridge Hardwoods.

Director/Vito Manzella (Security, Communications, Dock Rentals, Boat Launch Watch) states there was a slip and fall in the women's (beach) bathrooms and as a result anti slip tape has been installed. Forest Lake will also be conducting an audit of potential hazards. Many reports of bear sightings. DNR was contacted and bear information has been provided, bring in food sources (i.e. bird feeders) and they will move on. The cameras continue to have intermittent outages likely relating to storms. An information FLPOA/Board Facebook page is up and running.

Director/Debra Wojie (Refuse, Merchandise) states the campground trash receptacles are for Forest Lake maintenance/campground guests ONLY. All others should be using the trash area (storage area) on Sundays 12-2 and Wednesdays 2-4.

Thanks Sue Hughes and Sandy Lawrence for their help at the trash site Merchandise has been ordered and should be available to purchase Labor Day weekend.

Requests received for zoom/video attendance at meetings, a total election vote count, testing of the lake water, comments/suggestions portal. Labor Day weekend craft show still looking for crafters.

Director/Daniel Mancani (Housekeeping, Clubhouse/Pavilion, Storage Area) thanks Les and Tessa for their hard work. Rumor regarding mouse feces, the building was examined/searched, no mouse droppings were found.

## VI. NEW BUSINESS

Moved by Swagman, seconded by Wojie, motion carried to approve the electronic vote of August 3, 2022 payment of the TZ Contracting LLC invoice in the amount of \$35,727.26 (Kindig Road job).

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

**Voting No:** None

**Not Present:** Andrews

## VII. PUBLIC COMMENT

Property Owner asks how much lower than winter levels will the lake be drawn down. Board response lake drawing down is complete, but water levels may vary depending on how much rain we receive.

Property Owner asks when dredging project will start. Swagman responds the timing is contingent upon spillway construction completion as water levels will have to be high. Dredging will happen via hydraulics; we have a 5/year permit in place (4 years remaining).

Property Owner asks if the lake will be back to normal levels and use in 2023. LeFevre responds that he is hopeful. Ross states the construction foreman are optimistic that once they begin, they should be done by year end (depending one when construction begins), they will start immediately once we receive the permit. Swagman is not as optimistic about the year-end completion date due to the uncertainty of the permit timing.

Property Owner asks if the spillway concrete will be recycled. Swagman responds no, there is too much Lime content in the concrete, DNR wants to prevent it from entering the Rifle River.

Property Owner asks what else is EGLE requesting at this point regarding approval of the spillway construction permit. LeFevre responds the final application was submitted to EGLE in mid-July and EGLE responded Tuesday with 4 follow up questions. Main issue being energy dissipation area at the end of the spillway, they need more information. There is a drone YouTube video available regarding Forest Lake and its spillway damage, will play at the end of today's meeting.

Property Owner asks if dock renters can pay for additional docks up front and if volunteers and/or maintenance could build the additional docks. We should have docks constructed when Hammer Tyme is on site.

Property Owner asks how the lake vegetation overgrowth problem will be solved. Swagman responds that our lake management company has suggested lake front property owners weed whack vegetation before water level is raised in order to avoid boat prop entanglement. Once water level raised, vegetation will die off.

Property Owner asks who the spillway contract project manager is. LeFevre responds that Dennis Monsere is our project manager and Lapham Associates Engineering is the project engineer.

Property owner stated that Lake Ecology is changing due to vegetation overgrowth, will that delay water ecology projects. Swagman states that there will be some water composition change, dissolved oxygen is a concern as fish need oxygen. Dissolved oxygen levels will be monitored and treated

accordingly. Should vegetation overgrowth be treated chemically? Swagman states our lake management company will evaluate and make recommendations. We do not recommend chemicals such as Roundup.

Property Owner asks if dock renters can weed whack weeds around rental docks. Board response yes, other than the roped off dam road docks, maintenance will handle.

Property Owner inquires as to the status of any official money being received from the State. Ross was notified we would be receiving another \$800,000.00, went through appropriations committee and part of the 2022/23 State Budget signed by Governor. There is also a \$13 million allocation for dam infrastructure grants that Forest Lake may be eligible to participate in, and EGLE is aware of our project, and we may be considered for an allocation depending on need. This funding would be in the form of a grant. LeFevre states we should be optimistically cautious while we await final determination and gather information.

Manzella reads the State's Grant language which purports to be allotting \$800,000.00 to Forest Lake.

Property Owner requests an increase in the frequency of spillway updates. Response we are creating a Facebook page. If a property has an issue, please address it and also offer a solution.

Property Owner asks when the meeting with EGLE will occur. Response hopefully next week. Dennis Monsere is the point person on the spillway project. The Board would like to create a timeline outlining the spillway progress/project once a permit is received.

Property Owner asks who the point person is for the spillway. Board response Dennis Monsere is our Project Manager and Dan LeFevre is the Director responsible for the project.

Property Owner thinks Lapham has dragged its feet with regard to the spillway project. Board responds the goal posts are constantly being moved and the process has been extremely frustrating. LeFevre added the project was caused by a 500/year storm and requires the redesign of a 50/year old dam system that protects 25 miles of the Rifle River Basin to our south. As a result, EGLE has designated our project as "critical" which leads to heightened review standards. LeFevre believes all parties are working very hard to achieve a permit.

Property Owner asks how old Forest Lake's camera systems are. Response approximately 3 years. How often is lake water tested? Swagman responds once a year, a report will be provided. More concerned if the sediment ponds are effective and working as designed, they are tested and are working as anticipated. There is a Lake Health Report located on the Forest Lake Webpage. Property Owner asks for a Treasurer's Report usually presented at the Annual Meeting, unavailable this year. Treasurer responds due to personnel changes, etc., it should be available by the end of the year.

Property owner asks if we will be able to boat while dredging is happening. Response yes, certain areas may be unavailable where dredging is active.

Property Owner thanks those who cleaned the clubhouse kitchen.

Property Owner states the mice were hopefully moving through.

Property Owner states that people are parking on the beach at Ringneck in order to launch kayaks, etc.

Property Owner asks where logging is taking place. Forest Lake common property, south of Jack Pine, sold rights to harvest our timber, 12" diameter or larger, trees are marked, select cutting not clear cutting.

Property Owner states racoons and skunks love hornet larvae and consider it a delicacy.

## **XII. ADJOURNMENT**

**Moved by Kelly, seconded by Swagman, motion carried to adjourn the August 13, 2022 Meeting at 10:15 a.m.**

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

**Voting No: None**

**Not Present: Andrews**

  
**Tracy L. Reitzloff, Secretary**  
**Approved 11/5/2022**

**FOREST LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES**

**September 10, 2022**

**I. INTRODUCTION**

**Call to Order**

Daniel LeFevre called the meeting of the Forest Lake Property Owners Association ("FLPOA") Directors to order at 9:09 a.m.

**II. ROLL CALL**

Board Members Present: Daniel LeFevre ("LeFevre"), Ron Swagman ("Swagman"), James Kelly ("Kelly"), Tracy Reitzloff ("Reitzloff"), Vito Manzella ("Manzella"), Daniel Mancani ("Mancani"), Debra Wojie ("Wojie"), Attending remotely - Gene Ross ("Ross")

Board Members Not Present: Brian Andrews ("Andrews")

**III. REVIEW OF PREVIOUS MEETING MINUTES**

August 13, 2022, Meeting Minutes will be approved at the open November 5, 2022 meeting.

**IV. DIRECTOR REPORTS**

**A. Dam Safety, Liens and Foreclosure (LeFevre)**

i. **Spillway Permit Status** – our EGLE Dam Safety Unit/Representative feels the project has been designed in response to EGLE comments and has not focused on engineering the problem. Due to staffing issues, Lapham engaged Ayers Engineering in Wisconsin who prepared a lengthy report (water study regarding the water traveling down spillway and entering the Wells Creek/Rifle River). MDEQ major concerns focus on Wells Creek and issues with drawings. Dennis Monsere is reviewing and spending many hours engineering/working on the issues with Lapham. USDA had questions regarding the thickness/strength of proposed spillway concrete in the catch basin area. Anticipating early next week, re-submitting all packages. LeFevre received information that a Forest Lake property owner had called MDEQ looking for answers, received feedback regarding Lapham. This type of intervention is not helpful and may prove to be damaging. (See September 10, 2022, Update).

ii. **Offer on Lot F75-47 (Bear Cub Trail)** – Offer \$1,300.00, asking \$2,500.00. Board agrees to a counter-offer of \$2,000.00. Purchaser will not be responsible for any Special Assessment amounts as FLPOA is Seller.

iii. **Correction on Ron Zuwala purchase** – Buyer offered \$2,000.00 for F51-419 (Peacock Circle) not F51-477 (Ptarmigan Court). Correction will be made.

iv. **Kenneth Yates purchase of Lot F51-477 (Ptarmigan)** – Yates intended to purchase this lot from FLPOA. Prior office staff inadvertently deeded Mr. Yates Lot F51-45 (correction being made).

v. **Clarification of Special Assessment procedures & conditions:**

- a. In October of 2021 the Board voted to clarify that the assessment was assessed against all Lots effective July 17, 2021;
- b. Unpaid assessments are the responsibility of the property owner of record;
- c. If a property is sold and the Special Assessment is not paid upon the transfer, the Special Assessment is the responsibility of the buyer;
- d. If a property is sold at tax sale any unpaid Annual Dues or past due \$200/Special Assessment Installments as of the sale date are waived, and future \$200/Special Assessment Installments accruing after the sale date are the responsibility of the buyer;
- e. Properties sold by FLPOA are exempt from the Special Assessment as 100% of net sale proceeds will be allocated to the Special Assessment account.

**B. Legal, Lake Ecology, Fish Stocking, Insurance (Swagman)**

- i. Dredging project update-Pond/dam access road at west end is now complete, awaiting invoice. Issue at Seder property, dam/pond destroyed by flood, needs repair, requires soil/erosion permit.
- ii. Beach area brush hog recommendation. Trees growing along shoreline could pose a problem, brush hog where possible and use a weedwhacker with saw blade in between docks. Ross recommends that the Association purchase its own brush hog for this and other association jobs. The Township would pay FLPOA approximately \$4,800.00/year to handle our own roadsides. Manzella confirms the Township Supervisor stated we would cut September and June (including areas outside the association - Kindig, Seder and 9 Mile) everything in Forest Lake, \$4,800.00/year. Currently, maintenance consists of only two (2) employees with full responsibilities. There is Board concern as to performing any work/cutting outside of Forest Lake property and the issue is tabled for further review/discussion.

**Moved by Swagman, seconded by Kelly, motion carried to authorize Phil Shock up to \$2,000.00 out of the logging fund to purchase a brush hog on behalf of the Forest Lake Property Owners Association.**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella**  
**Voting No: None**  
**Not Present: Andrews**

**C. Campground, Office, Activities (Kelly)**

- i. Bank accounts - Kelly states there are too many bank accounts, streamline? Wojie states there are multiple accounts to keep our bank funds FDIC insured.

**Moved by Kelly, seconded by Wojie, motion carried to add Candice Atwell to dinner club bank account.**

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



**Not Present: Andrews**

ii. Status of financial records and timing of audited financial statement – Information was not provided to accountants timely, has now been provided and expected to receive fiscal year-end statements by the end of September 2022. Final Audit response will be available for property owner review in the office.

iii. Kathy Ferguson Pay Rate Increase – Kelly states this was an oversight, upon review of her resume she is very qualified in finance/accounting any increase would be an exception due to qualifications.

iv. Mark Kuschyk filed unemployment claim - Not applicable, Kuschyk is currently employed.

v. Winter storage rates for campground - Seasonal campers to sign a contract for winter campground storage of their rv/camper for a seasonal additional charge of \$100.00 (campground winter storage).

**D. Maintenance (Ross)**

i. Snowplow rates for winter (2022/23)

**Moved by Kelly, seconded by Swagman, motion carried to adjust 2022/23 snowplow club rates as follows: Basic Driveway \$190.00, Extended Basic \$200.00, Full Service \$210.00 and Mailbox \$25.00.**

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

**Voting No: None**

**Not Present: Andrews**

**E. Personnel (Andrews)**

**F. Security, Communications (Manzella)** Security vehicle (Equinox) needs repair, cost under \$500.00. Camera log frustrating (inadequate bandwidth). Security having cell phone issues, suggests radios/satellite cell phone. Hammertyme is requesting to put in a free dock and enter into a contract with FLPOA for the use of one (1) side of it. We have a current permit (2027) to put in sixteen (16) additional docks total.

**Moved by Kelly, seconded by Swagman, motion carried to approve Hammertyme the use of one (1) side of a “work” dock for the period of two (2) years for barge/construction purposes in exchange for constructing the dock at their cost.**

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

**Voting No: None**

**Not Present: Andrews**

i. New website project – Kathy Ferguson developing.

Manzella is organizing a FLPOA Safety Audit (Mike Gordon assisting Manzella)

**G. Refuse, Merchandise (Wojie) (See Report) - Campground dumpster will close November 4, 2022.**

**H. Clubhouse, Storage Area (Mancani) –** Les Barkman retired. Discussion and vote to hire Angie Cook and Janet Walls – Housekeeping.

Discussion as to excluding snowplow club registrants due to difficulty in dealing with them. Rules will need to be established so we can define complaints and act accordingly.

i. Kitchen – Spoke to Health Department obtained Feedback- commercial kitchen unnecessary, permit required.

**V. NEW BUSINESS**

**A. Nominees to Fill Brian Andrews' Vacancy**

- i. Cheryl Lince
- ii. Matthew Winberg
- iii. Other nominations?

**Moved by Kelly, seconded by Reitzloff, motion carried to approve the board nomination of Matthew Winberg to the fill the vacancy position of Brian Andrews (partial term expiring 2025).**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella**  
**Voting No: None**  
**Not Present: Andrews**

**B. Board Assignments**

- i. Liens and Foreclosures

**Moved by Reitzloff, seconded by Wojie, motion carried to approve the following Board responsibilities to Matthew Winberg – Liens and Foreclosures.**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella**  
**Voting No: None**  
**Not Present: Andrews**

- i. Other clarifications?

**C. Disaster Recovery Project Sources and Uses –** Review spreadsheet, discuss creating a One Drive.

**D. Allocation of Logging Proceeds**

**Moved by LeFevre, seconded by Kelly, motion carried to allocate logging revenue as follows: \$35,000.00 to general operating budget fund, \$2,000.00 toward the purchase of a brush hog and all remaining logging revenue to be placed into a Reserve Fund.**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella**  
**Voting No: None**  
**Not Present: Andrews**

Moved by Kelly, seconded by Mancani, motion carried to approve Forest Lake Property Owners Association Treasurer's authority to open and close Forest Lake Property Owner Association bank accounts as deemed necessary, including but not limited to all accounts currently held at PNC (Savings, Clubhouse, Special Assessment, Dinner Club, and Fish Stocking) which will be moved to Northland Credit Union.

Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella  
Voting No: None  
Not Present: Andrews

- E. Annual Dues Plan – dedicated town hall type meeting once spillway permit is received?
- F. Director Terms (for reference only)
  - i. Expiring 7/2023: Ross, Mancani & Kelly
  - ii. Expiring 7/2024: Swagman, Wojie & LeFevre
  - iii. Expiring 7/2025: Reitzloff, Manzella, Winberg

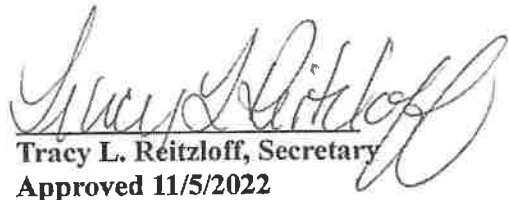
#### VI. SCHEDULE OF UPCOMING MEETINGS

- October 9, 2022 @ 9:00 am
- November 5, 2022 @ 9:00 am (Open to All Members)
- December 10, 2022 @ 9:00 am
- January 14, 2023 @ 9:00 am
- February 11, 2023 @ 9:00 am
- March 11, 2023 @ 9:00 am (Open to All Members)
- April 8, 2023 @ 9:00 am
- May 13, 2023 @ 9:00 am (Open to All Members)
- June 10, 2023 @ 9:00 am
- July 8, 2023 @ 9:00 am (Annual Meeting)

#### XII. ADJOURNMENT

Moved by LaFevre, seconded by Reitzloff, motion carried to adjourn the September 10, 2022 Meeting at 11:35 a.m.

Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella  
Voting No: None  
Not Present: Andrews

  
Tracy L. Reitzloff, Secretary  
Approved 11/5/2022

**FOREST LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES**

**October 8, 2022**

**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"), Ron Swagman ("Swagman"), James Kelly ("Kelly"), Vito Manzella ("Manzella"), Daniel Mancani ("Mancani"), Debra Wojie ("Wojie"), Gene Ross ("Ross"), Matthew Winberg ("Winberg")

Board Members Not Present: Tracy Reitzloff ("Reitzloff")

**III. WELCOME NEW BOARD MEMBER, MATTHEW WINBERG**

**IV. REVIEW OF PREVIOUS MEETING MINUTES**

**A. September 10, 2022 Meeting Minutes**

Moved by Ross, seconded by Kelly, motion carried to approve the September 10, 2022 Closed Personnel Meeting Minutes.

Voting Yes: LeFevre, Swagman, Kelly, Ross, Mancani, Wojie, Manzella, Winberg  
Voting No: None  
Not Present: Reitzloff

Moved by Kelly, seconded by Mancani, motion carried to approve the September 10, 2022 Meeting Minutes as amended.

Voting Yes: LeFevre, Swagman, Kelly, Ross, Mancani, Wojie, Manzella, Winberg  
Voting No: None  
Not Present: Reitzloff

Swagman states that the office staff is doing an excellent job. Manzella states the collaboration between the office staff and the Board is proving effective/efficient.

**V. DIRECTOR REPORTS**

**A. Dam Safety, Liens & Foreclosure (LeFevre)**

**i. Spillway Permit Status (See September 10, 2022 Update)**

LaFevre refers to Update No. 35: On October 7, 2022, Lapham Engineering hosted a Zoom call meeting attended by representatives from EGLE Dam Safety Unit (EGLE DSU), Ayers Consulting, USDA, and FLPOA. The primary focus of the meeting was to ask Lapham Engineering to explain if they had considered the impact of the 6' rise on health and safety in low water conditions. Refers

Board to drawings depicting issues. Luke Trumball's issue was in low water conditions, there may be a risk of log/debris build up/not enough water pressure to push it through. EGLE does not typically see energy dissipation chutes with a design rise associated with Type III stilling basins. The verbal explanations provided by Lapham Engineering did not immediately resolve the issue, and a commitment was made to forward additional supporting information to EGLE. Retaining a firm out of Saginaw (Spicer Group) could be considered to serve as FLPOA's owner representative. At the end of the meeting, FLPOA proposed: (1) a peer review; and (2) a revised permit allowing FLPOA to begin demolition/excavation. Scott Bell/Lapham Engineering stated he would prepare a new application focusing on demolition/excavation.

- ii. Review Spillway EGLE submittals
- iii. Review costs incurred to date and prospective changes due to permitting delay

**B. Legal, Lake Ecology, Fish Stocking, Insurance (Swagman)**

- i. Dredging project update

Swagman received an email from G. Savin/Lake Manager handling hydraulic dredging, trying to obtain a permit changing the scope of dredging from mechanical to hydraulic. Some progress has been made, approval to install holding pond (Kindig) access road in Highlands capable of hydraulic dredging only. Ideally, this will lead to an entire permit changeover from mechanical to hydraulic. Refers to drawings/maps regarding various project options. Received three (3) quotes. Recommends accepting the bid of TZ Contracting, LLC (time/material), changing the scope of the access road to remain in budget. Need to look at ALL costs before we enter into this contract. Review USDA grant eligible and ineligible items. Review of expected income/collections.

**Moved by Ross, seconded by Kelly, motion carried to modify the original plan to construct a private easement road from Maple Ridge Rd to the Seder inlet on FLPOA property to access and maintain the sediment pond and dam. The modified plan is to construct a road access only on FLPOA owned frontage property and re-build the sediment pond and dam that was destroyed by the 2020 flood. It is proposed to enter into a contract with TZ Contracting for a T&M basis not to exceed \$60,000.00 contract to construct the access road and repair the pond and dam.**

**Voting Yes: LeFevre, Swagman, Kelly, Ross, Mancani, Wojie, Manzella, Winberg**  
**Voting No: None**  
**Not Present: Reitzloff**

**C. Campground, Office, Activities (Kelly)**

Received an invoice for a PNC safe deposit box, no record of and contents unspecified.

SBA loan distribution deadline is October 31, 2022, looking into extension.

Anticipating campground rate increases.

- i. Status of financial records and timing of audited financial statement

Documentation submitted to CPA, October 15, 2022.

- ii. Office
- iii. GM Stock

Received a statement stating FLPOA owns 197 shares of GM Stock, determined to be a potential scam.

**D. Maintenance (Ross)**

- i. Dock repair update.

Hammer Tyme plans to complete docks within the next few weeks.

FLPOA purchased a brush hog, purchase price \$2,400.00. Ross states if we can get tractor (brush hog) safely into to certain areas, it will clear up a lot of shoreline overgrowth issues.

Another EGLE grant is available, we are eligible (high water infrastructure grant program). Determination needs to be made as to what eligible items/projects it could be used for. There are non-eligible monies in the special assessment guidelines. Need to determine what number/item is not covered under current grants/funds. Once determination has been made as to what is qualified/eligible, grant application will be submitted.

Trees on the north side of the dam road have been heavily trimmed and a request to remove received. Ross states those trees are slated to be removed in the future.

- ii. Logging Update

Property owner reported that logging machinery was driven on to his property. The issue has been addressed.

To date, FLPOA has realized over \$100,000.00 in logging revenue with more expected from Welch Land & Timber. Poplar trees were found to be of a higher quality than originally expected which adds additional revenue. Welch Land & Timber will be off-site for several weeks.

A property owner petition was received by the Board asking to prevent logging in and around Bryan's Trail. The Oak Wilt in the area was found to be much worse than originally anticipated, these trees will be lost regardless, and contracts have been entered into. Easements have been procured to access this area.

Currently no damage to FLPOA roads has occurred due to logging.

Wojie asks as to clean-up of the logged sites once completed. Ross responds Wilderness logging is now complete, clean-up crews will begin work next. Discussion as to permissions being granted to property owners to gather firewood, waivers signed.

**E. Security, Communications (Manzella)**

Repairs to security vehicles have been completed.

FLPOA website changeover going well, cost \$25.00/month, evaluating advertising opportunities to offset cost.

Facebook page and weekly updates have been well-received.

Dock rental administration and status, letters will be sent out to existing dock rentals and those on the waiting list.

**F. Refuse, Merchandise (Wojie) (See Report)**

**G. Liens & Foreclosures (Winberg)**

i. Status of Special Assessment

FLPOA received a full offer on the Bear Cub property.

The Special Assessment account has been reconciled and collection of outstanding payments will begin.

**H. Clubhouse, Storage Area (Mancani)**

**VI. NEW BUSINESS**

Swagman suggests Board consider a Parks & Recreation Committee and LaFevre nominates Reitzloff.

**A. Annual Dues Plan**

**B. Director Terms (for reference only)**

- i. Expiring 7/2023: Ross, Mancani & Kelly
- ii. Expiring 7/2024: Swagman, Wojie & LeFevre
- iii. Expiring 7/2025: Reitzloff, Manzella, Winberg

**VII. SCHEDULE OF UPCOMING MEETINGS**

- a. November 5, 2022 @ 9:00 am (Open to All Members)
- b. December 10, 2022 @ 9:00 am
- c. January 14, 2023 @ 9:00 am
- d. February 11, 2023 @ 9:00 am
- e. March 11, 2023 @ 9:00 am (Open to All Members)
- f. April 8, 2023 @ 9:00 am
- g. May 13, 2023 @ 9:00 am (Open to All Members)
- h. June 10, 2023 @ 9:00 am
- i. July 8, 2023 @ 9:00 am (Annual Meeting)

**VIII. ADJOURNMENT**

**Moved by LaFevre, seconded by Ross, motion carried to adjourn the October 8, 2022 Meeting at 11:35 a.m.**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella**  
**Voting No: None**  
**Not Present: Reitzloff**

  
Tracy L. Reitzloff, Secretary



**FOREST LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES**

**November 5, 2022**

**I. CALL TO ORDER**

Daniel LeFevre/President called the meeting of the Forest Lake Property Owners Association ("FLPOA") Directors to order at 9:01 a.m. and led in the Pledge of Allegiance.

**II. ROLL CALL**

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

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

LeFevre introduces Director Matthew Winberg who was appointed by the Board to replace Bryan Andrews and will be handling Liens & Foreclosures.

**III. REVIEW OF PREVIOUS MEETING MINUTES**

**Moved by Kelly, seconded by Ross, motion carried to approve the August 13, 2022, September 10, 2022, and October 8, 2022, Meeting Minutes.**

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

**Voting No: None**

**Not Present: Swagman**

**IV. DIRECTOR REPORTS**

**A. President/Dam Safety (LeFevre)**

Spillway Permit Status (November 5, 2022, Spillway Project Update):

LeFevre states a spillway construction permit has not yet been obtained, but progress is being made. On November 3, 2022, the Board authorized the engagement of Spicer Group/Saginaw ("Spicer") to serve as FLPOA owner's representative. The USDA recommended Spicer and they are providing 75% of construction and 100% of engineering cost funding. FLPOA has a large group going forward: Lapham Associates, Fisher Contracting, EGLE, USDA, Spicer, GEI Consultants (will create a computer model of spillway design), President LeFevre and Dennis Monsere (Monsere is FLPOA's project manager, reporting to the FLPOA Board. FLPOA engaged Spicer/GEI to assist in the review of the current spillway design. The focus lately has been the performance of the spillway during low water conditions. The goal remains to begin demolition of the spillway and complete site balance/grading work prior to year-end and to complete construction of the new spillway by late spring,

2023. All parties recognize the urgency and timing challenges as Fisher has backlogged work scheduled for next summer. LeFevre refers to the Spillway chute design drawing, showing area of concern in low water periods.

- B. Vice-President/Legal, Lake Ecology, Fish Stocking, Insurance (Swagman) - None**
- C. Secretary/Parks (Reitzloff) – FLPOA Parks - Coming Soon**
- D. Treasurer/Campground, Office, Activities (Kelly)**

Soon payments can be made online via the webpage. Kelly is investigating changing CPA firms as they are frequently late, miss deadlines, and non-responsive. In the process of moving FLPOA bank accounts away from PNC. Kelly states recently the audit was expected by October 15<sup>th</sup>, now the CPA firm is saying next week. Once audit documents are received, they will be available in the office for review.

- E. Director/Maintenance, Assistant Treasurer (Ross)**

Logging is now complete on Wilderness. Forest Lake property owners will be allowed to remove/collect firewood from the site(s) once clean-up is completed and after hunting season, we will announce the timeframe once determined. To collect wood, a waiver will need to be signed and turned in to the office. Snowplow Club applications are due by 11/15/22. Maintenance will be handling leaves. Turtle Park culvert is eroding (storm 2020) and it has been determined to be FLPOA's responsibility.

- F. Director/Security, Communications, Docks, Boat Launch (Manzella)**

Reminder to call the office and be placed on the Security home/cabin check schedule if you will be gone for long periods of time. The Forest Lake Board Facebook page is up and running as **Forest Lake POA BOD Electronic Bulletin**. This Facebook page was designed around our commitment to transparency and will be for communication/informational purposes only (updates, events, activities, announcements). If anyone would like us to post any announcements, please send an email with the desired language. The FLPOA webpage has been moved in house. Kathy Ferguson designed the new web page, and it will temporarily be linked to the old site. New features include active calendar (dates/events/meetings); club house bookings calendar and electronic payment capability coming soon. We are soliciting advertising (\$25.00) to offset any web page cost.

- G. Director/Refuse, Merchandise (Wojie)**

There is a lot of new merchandise on order and looking to add car decals and Christmas ornaments. Possibility of an online store, researching vendors. Will continue to carry items in the office. Two of the storage area and the campground dumpsters have been closed for the season. Bags are \$1.00/\$3.00

depending on size. Large items, building material, etc. can be taken to Republics White Feather Center in Pinconning.

#### **H. Director/Liens & Foreclosures (Winberg)**

Winberg will be contacting surrounding associations to inquire how they treat delinquent special assessment/due payments.

#### **I. Director/Housekeeping, Clubhouse/Pavilion, Storage Area (Mancani)**

West end and campground bathrooms are now closed for season. On December 3, 2022, there will be a tree lighting ceremony at Forest Lake, more information coming.

#### **V. NEW BUSINESS**

**Moved by Ross, seconded by Kelly, motion carried to authorize the engagement of Spicer Group, Inc. for professional engineering services as outlined in a proposed agreement dated November 2, 2022.**

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

**Voting No: None**

**Not Present: Swagman**

#### **VI. PUBLIC COMMENT:**

Resident asks if any concrete will be placed underneath spillway rocks, concerned about erosion. Monsere responds no cement, but there will be 2 feet of rock placed on top of fill.

Resident asks how tall the spillway side walls will be. Monsere responds spillway chute will be 20' wide and 3' tall and at the end of the chute the walls of the stilling basin will be 14' tall. Fencing will be placed on the top of walls at both ends to keep people off the structure. LeFevre states the concern is primarily with low water periods and if debris were to damage/block the flow. A model will be created, expected by Christmas. A demolition/site work permit was requested, awaiting approval.

Resident asks how much the siphon systems is costing FLPOA. LeFevre responds the siphon system cost has been \$2,000.00/day, funded by grants. However, it is possible this cost could become FLPOA's responsibility if resolution does not occur soon.

Resident asks if money is set aside to cover siphons in case this cost becomes FLPOA's responsibility. Monsere states once construction begins, there will be no siphon charges. Fisher Contracting has negotiated a reduction in siphon cost, next month, roughly \$1,000.00/day. At this time, there is no plan to use FLPOA General Funding for this expenditure.

Resident asks as to the model/USDA grant. Response is there are 2 USDA grant funds covering construction costs and engineering costs. Spicer and GEI will be funded through engineering grant.

Resident asks if lake dredging is on hold due to fund shortage. LeFevre responds no, dredging is now being done via hydraulics and that can only happen once lake levels are raised. Some dredging infrastructure work has been done (i.e. access roads, sediment ponds).

Resident asks who paid for the new access road off Kindig and what was the cost? Response Special Assessment monies funded the project, and the cost was approximately \$70,000.00.

Resident asks if Special Assessment funds are being used for dredging, thought it was redistributed to spillway project? Response, roads/access points are part of the dredging process, we must have roads to access and maintain the sediment ponds. Due to receiving additional grants, funds were reallocated back to dredging. LeFevre has an expense/cost spreadsheet, available soon.

Resident is concerned that the access road on Kindig will open Forest Lake to the public. Board responds that the road is now located on Forest Lake Property as the property was purchased by FLPOA, no public property.

Resident states 3 farmers were contacted to accept the sludge from dredging, easements were obtained. LeFevre states this plan has been modified, 1 location now.

Resident asks when the South Forest Lake Drive paving be completed. Response, road paving is now complete for 2022, County Road Commission will determine future road projects for 2023.

Resident asks if Wilderness logging is complete, specifically Bryan's Trail area. Response last logs should be hauled out this week and done for the year. Resident asks if there is a 100' buffer zone. Ross states no buffer zone with Welch's contract as it pertains to Aspen/Poplar. Mapleridge has a 100' buffer relating to hardwood removal, where there is private property there will be a 100' buffer, unless property owners request tree removal close to their property line. Resident states 18' from his property line a logging roadway was constructed, he read contract, no maps available. Ross states he will inquire as to roadways.

Resident asks for more details as to logging clean up. Response states there is a clean-up crew that will conduct clean up, will be done at Wilderness. Once cleaned and approved, Forest Lake will allow property owners to gather firewood. This will be determined after hunting season and a Release will need to be signed by the property owner.

Resident asks how much revenue we will receive from logging. Ross responds to date Forest Lake has approximately \$112,000.00, expecting approximately \$150,000.00 total.

Resident asks if logging will occur by Bryan's Trail. Ross explains yes, some as it is FLPOA common property. Resident states if the logging at Bryan's Trail looks like the logging on Wilderness, it will be unsightly. Ross explains the trees are already dead or dying, trying to manage the forest and it should have been done 20 years ago. LeFevre states the Board will speak to the loggers and express Bryan's Trail importance to the FLPOA.

Resident asks how many parks are located within Forest Lake and questions whether any of the park property could be sold. Board response is that FLPOA park property cannot be sold.

Resident points out that FLPOA is getting paid to have its trees cut down, rather than it having to pay a tree service to cut/remove them later. Better to benefit now. Manzella states many trees are dead or have fallen along Bryan's trail. LeFevre states we are trying to be good stewards to our forests, taking recommendation from state agencies. We signed logging contracts, giving contractors access to our common property.

Resident states for many years Forest Lake had a committee consisting of Board and non-board members serving as a budget advisory finance committee, why do we not have this anymore. Board responds we had it until approximately 2020 and there is now a new Board. Kelly said he prepares the budget, by looking at actuals and allocating budget. LeFevre states the Board welcomes participation/suggestions.

Resident states the Township's audit is also late as a result of our CPA firm, looking for new firm.

Resident states last July dues/assessment proposal, status? LeFevre states he drafted a report/analysis of annual dues, looking to fund ourselves in the future. There will be a "townhall meeting" in the future regarding dues plans. There are more vacant lot owners than homeowners, association was designed for homeowners. 2700 platted lots and only 580 homes, creates complicated issues going forward.

Mancani introduces Don Whitemire ("Don") who has knowledge as to the health of our forests. Don states he has experience with another larger club who clear cut 500 acres a year, devastating to the area. Don believes any cut is an ugly cut, however, Forest Lake needs to manage its forests and only 100 acres will be cut. Don states the impact to our property was taken seriously, we turned down clear cut proposals and those foresters who wanted to bring in heavy equipment as there would have been irreversible damage. Therefore, we decided on a very select cut, with the lowest impact. Poplars and Aspen will sprout back thickly by next year. Loggers have stated that waiting until next year would prove to be too late due to the extent of disease. There was also the concern as to blow downs during future storms, careful to protect remaining trees left. Forest Lake was concerned about doing the best cosmetically and to establishing regrowth.

Resident states Alger Parks & Recreation is collecting can goods/nonperishables, gloves, hats, mittens and the can be dropped off before or at dinner club on November 16, 2022. Donations can also be dropped off at the township hall/fire hall.

LeFevre reminds property owners to bring their questions/concerns to our attention, contact Board members, office staff or voice same at meetings.

## VII. ADJOURNMENT

**Moved by Ross, seconded by Kelly, motion carried to adjourn the November 5, 2022, Meeting at 10:28 a.m.**

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

**Voting No: None**

**Not Present: Swagman**



**Tracy L. Reitzloff, Secretary**  
**Approved: December 10, 2022**

**FOREST LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES**

**December 10, 2022**

**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"), Ron Swagman ("Swagman"), James Kelly ("Kelly"), Vito Manzella ("Manzella"), Daniel Mancani ("Mancani"), Debra Wojie ("Wojie"), Gene Ross ("Ross"), Matthew Winberg ("Winberg"), Tracy Reitzloff ("Reitzloff")

Board Members Not Present: None

**III. REVIEW OF PREVIOUS MEETING MINUTES**

**A. November 5, 2022, Board of Director/Meeting Minutes**

**Moved by Kelly, seconded by Ross, motion carried to approve the November 5, 2022, Meeting Minutes.**

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

**V. DIRECTOR REPORTS**

**A. Dam Safety (LeFevre)**

i. GEI Consultants Preliminary Review. FLPOA prefers enhancement of existing design rather than a redesign. Looking to clear/demo spillway area to provide better access for soil investigation. Underdrain issue resolved as part of EGLE review, suggestions for improvement of system should be implemented. Looking if additional funding and/or time extensions are necessary. It has recently been requested that USDA grant a time extension until December 31, 2022. Concern expressed as to using Lapham Engineering in any capacity going forward.

ii. Update of Spicer Group Proposal. FLPOA received a call from Spicer Group indicating GEI completed its preliminary peer review of Lapham's spillway design. GEI is recommending revisions to current design in order to address EGLE's issues. Several correction requests have been issued by EGLE to date. Spicer Group did report that design documents, supplemental information submitted by Lapham would be valuable going forward with a workable design. Plan going forward:

1. FLPOA will review the proposed design revisions with Lapham Associates and determine if they have sufficient qualified staff available to complete the proposed revisions in a timely fashion. In addition, the FLPOA Board has requested a proposal from Spicer Group to revise the design and we expect to receive their feedback on costs and timing next week;
2. After receiving the GEI report, we had conversations with USDA-NCRS and EGLE and both organizations were receptive to our proposed course of action;
3. We intend to request that USDA cover the additional Spicer/Lapham engineering costs under the Technical Assistance portion of our existing grant which provides 100% funding for eligible costs;
4. We continue to have a permit request for demolition and site balancing during the winter months on hold with EGLE pending additional information;
5. We have asked Spicer Group to work with GEI and Fisher Contracting to determine the costs/benefits of a phased approach noted in #4 or if it is more beneficial to focus on a full permit; and
6. The FLPOA Board met on December 10, 2022, to review the current status of the project and refine its action plan as needed.

iii. Review costs incurred to date and prospective changes due.

**B. Legal, Lake Ecology, Fish Stocking, Insurance (Swagman)**

i. Dredging project update. EGLE has approved the modified Dredging Permit for Hydraulic dredging rather than Mechanical dredging with one design change regarding the holding cell to be constructed in the Highlands. EGLE requested that the cell be constructed to cover twice the area as designed. The contractor indicated that there would be an additional cost but has not submitted a change order to the original quoted amount. It is recommended that further discussion be postponed until supplementary grant funding has been received to accomplish the original intent of the dredging project.

ii. Member inquiry regarding prospective lake access to non-members via easement road off Kindig. It has been determined that the area in question would not allow for any possible access to the lake for boat launching.

**C. Campground, Office, Activities (Kelly)**

i. Status of financial records and timing of accountant financial statement. The financial statements are now complete. A new certified public accounting firm will be considered going forward.

ii. Status of new rental contract

**D. Maintenance (Ross)**

i. Dock repair update

**Moved by LeFevre, seconded by Ross, motion carried to authorize the spending of not more than \$3,600.00 for placing PVC pipe over the metal pipes of new docks constructed by Hammertyme.**



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

Wojie proposed that we contact property owners on the dock waiting list and offer an alternative to the wait list. The offer would be that they pay up front for the construction of a new dock in total (we have permits for extra docks) and they would have a credit in that amount going forward.

ii. West end soil erosion repair. An agreement has been reached with Hammertyme to repair the west end wash out free of charge in exchange for: the use of 1 campground site for 3 years, the use of ½ of a dock installed by Hammertyme free of charge for 5 years (work barge).

iii. Logging update. Logging is now complete on Wilderness. Cleanup was not as expected but residents have been allowed to go in and collect firewood. The access road to Wilderness site cleared by the logging company should be maintained by the Association for future use/purposes. Bryan's Trail logging will occur at a later date and loggers will be sensitive to the area and its beauty. Logging revenues received total: \$133,732.00.

Discussion as to the construction of a vestibule at the Clubhouse entrance. A vestibule design was completed by Lapham Engineering, and they have submitted an invoice for services totaling \$1,700.00.

**Moved by Ross, seconded by Kelly, motion carried to authorize payment of Lapham Engineering's invoice in the amount of \$1,700.00.**

**Voting Yes: LeFevre, Swagman, Kelly, Reitzloff, Ross, Mancani, Wojie, Reitzloff**  
**Voting No: Manzella**

**E. Security, Communications (Manzella)**

Manzella created a new Security incident report and system. Communications continue to be well received. Manzella created and distributed a Local Advertisement/Forest Lake website application/questionnaire.

**F. Refuse, Merchandise (Wojie) (See Report)**

Four (4) dumpsters closed for winter season, reopening in the Spring of 2023. New merchandise is in the office and available for purchase. Discussion as to requests for merchandise to be posted on the FLPOA BOD Facebook page and the Board requested a merchandise spreadsheet/inventory showing items/prices/quantity available be created for reporting ease and information.

**G. Liens & Foreclosures (Winberg)**

i. Special Assessment payoff proposal. Special Assessment payoff proposal agreed upon after a request from property owner to do so.

**Moved by Winberg, seconded by Ross, motion carried to approve a lump sum payoff of special**

**assessment amounts, previous payments plus any amounts totaling \$1,580.00.**

**Voting Yes: LeFevre, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella, Reitzloff**  
**Voting No: None**  
**Absent: Swagman (left early)**

**H. Clubhouse, Storage Area (Mancani)**

**I. Parks (Reitzloff)**

Reitzloff refers to her preliminary Parks Report. Discussion as to a property owner's request to rename Grossbeak Park in exchange for a specific donation. The Board determined that renaming any Forest Lake parks would not be considered nor allowable. Consideration will be given to the erection of a plaque/sign at a park when certain levels of donations/sponsorships and/or the purchase of equipment has been made. A park sponsorship/donation schedule will be decided upon at a later date. Immediate Parks concern are fallen trees at Whippoorwill and Ringneck Parks. The Board discussed the issue and agreed to first extend the opportunity to collect the fallen trees/firewood to Forest Lake Property Owners. Collection will be restricted to the playground areas of Ringneck and Whippoorwill Parks only and is for fallen trees only, no cutting down trees. Firewood can only be removed by Forest Lake Property Owners once a Personal Firewood Permit is obtained and filed in the office. A copy of the Firewood Permit will be displayed on the dashboard of property owner vehicles when gathering firewood.

## **VI. NEW BUSINESS**

**A. Motion to Allocate Funds for Holiday Party and Employee Bonuses**

**Moved by Kelly, seconded by Ross, motion carried to approve a Forest Lake Employee holiday party budget in the amount of up to 1,500.00.**

**Voting Yes: LeFevre, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella, Reitzloff**  
**Voting No: None**  
**Absent: Swagman (left early)**

**Moved by Kelly, seconded by Mancani, motion carried to approve \$50.00 Dollar employee bonuses to each Forest Lake employee.**

**Voting Yes: LeFevre, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella, Reitzloff**  
**Voting No: None**  
**Absent: Swagman (left early)**

**B. Annual Dues Plan – draft of town hall meeting presentation. Town Hall meetings will be scheduled at a later date.**

**C. Proposed FLPOA BOD Responsibility Guidelines (see attachment)**

**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 Andrews**

**VI. SCHEDULE OF UPCOMING MEETINGS**

- a. January 14, 2023 @ 9:00 am
- b. February 11, 2023 @ 9:00 am
- c. March 11, 2023 @ 9:00 am (Open to All Members)
- d. April 8, 2023 @ 9:00 am
- e. May 13, 2023 @ 9:00 am (Open to All Members)
- f. June 10, 2023 @ 9:00 am
- g. July 8, 2023 @ 9:00 am (Annual Meeting)

**XII. ADJOURNMENT**

**Moved by LeFevre, seconded by Ross, motion carried to adjourn the December 10, 2022, Meeting at 11:34 a.m.**

**Voting Yes: LeFevre, Kelly, Reitzloff, Ross, Mancani, Wojie, Manzella, Reitzloff**  
**Voting No: None**  
**Absent: Swagman (left early)**

  
**Tracy L. Reitzloff, Secretary**  
**Approved January 14, 2023**