

SUGAR SPRINGS PROPERTY OWNERS ASSOCIATION

(SSPOA)

MINUTES – BOARD OF DIRECTORS MEETING – DECEMBER 9, 2017

OFFICERS & DIRECTORS PRESENT: President, James Issitt; Vice President, Dale Maxim; Directors: Ben Baker, Patricia Berg, Dale Dunham, Dennis Hagey, Tom Hug, Lynn Wright; SSPOA GM and Secretary, Robert Neeb.

OTHER MEMBERS PRESENT: Twenty-nine (29) SSPOA members.

At 10:00 a.m., following the Pledge of Allegiance to the Flag, the December 9, 2017 Sugar Springs Property Owners Association (SSPOA) Board of Directors Meeting was called to order by President, James Issitt at the Sugar Springs Activity Center.

President Issitt opened the meeting with the Regular Order of Business, pursuant to the published Agenda.

Pursuant to a policy that was discussed, voted on and approved at the October 21, 2017 meeting, the following shall be read at the beginning of each SSPOA BOD and SSPOA Committee meetings:

The Board of Directors of Sugar Springs has the right to set reasonable rules concerning individuals recording a Board or Committee meeting.

RESOLVED: Any individual that wishes to record an open meeting of the Board of Directors or any committee meeting of Sugar Springs shall meet the following requirements:

Architectural and Environmental Control Committee, Budget and Memorial Committee meetings are always closed meetings and may not be recorded.

1. In advance of any recording, the individual shall disclose their name and disclose the fact that they are recording the meeting. This notice shall be made public so that all individuals at the meeting (whether property owners, committee members, or Board members) are aware that a recording is taking place.
2. The Board of Directors or committee chairperson shall designate a location within the meeting room where recording may take place. The Board or committees are not required to have recording instruments at their table with their members, but the individual recording the meeting shall be provided a location that is reasonably close so that they are able to record.
3. As a policy of Sugar Springs, to be stated at each meeting, no posting or publication of the recorded minutes shall be made on social media without the prior written consent of all individuals being recorded. The purpose of this requirement is to respect the privacy rights of individuals being recorded.

Action: Resolution unanimously approved.

ADDITIONS/CHANGES TO THE AGENDA: None.

REVIEW AND APPROVE PREVIOUS MEETING MINUTES:

Meeting minutes of the October 21, 2017 Board of Directors Meeting were approved.

Discussion: None

Motion unanimously approved

TREASURER'S REPORT:

Director Hagey reviewed the report. Report accepted as presented.

AMENDMENTS TO THE FINANCIALS:

None.

GENERAL MANAGER'S REPORT:

Robert Neeb addressed the lowering of lake levels which the Drain Commissioner will be lowering at a slower pace than prior years. Excessive rain has caused seven dams south of Sugar Springs being taxed due to higher than normal lake levels in the area. As a result the procedure has been slowed to avoid flooding areas. The Sugar Springs web page has been changed in several areas. In the Member Section you will now find documents, previous minutes, previous Sugar Scoops, current Sugar Scoops and meeting agendas. Also added is an area where users may ask questions. This can be done via email and will be directed to a committee Chair. A Google Calendar has been added to the SS Facebook page. The black spots appearing on the pool bottom have been repaired. Assessment bills will be mailed early in January and members who are in need of dock rentals are to have those reserved and paid for by March 1.

COMMUNICATIONS: None

OLD BUSINESS:

The member survey created by the Planning Committee and BOD has been mailed and surveys are being returned. This will assist the Board in moving forward in order to formulate a 5-10 year plan for Sugar Springs. Members were thanked for their input. President Issitt read a letter from the attorney confirming that the lawsuit regarding the Manchester Beach Club initiated by member, Fred Dunham, was dismissed. The SSPOABOD is allowed to make future decisions concerning construction of new building

NEW BUSINESS:

AGENDA ITEM XII-I

Approve dates for the 2018 Board of Directors Meetings and Annual Membership Meeting.

**March 17, 2018 – 10:00 a.m.
June 16, 2018 – Annual Meeting – 1:00 p.m.
Regular Meeting immediately following
September 15, 2018 – 10:00 a.m.
December 8, 2018 – 10:00 a.m.**

Motion made to approve dates for the 2018 Board of Directors Meetings and Annual Membership Meeting.

March 17, 2018– 10:00 a.m.
June 16, 2018 – Annual Meeting – 1:00 p.m.
Regular Meeting immediately following
September 15, 2018 – 10:00 a.m.
December 8, 2018 – 10:00 a.m.

M/Hagey/S,Maxim

Discussion: None

Motion unanimously approved

AGENDA ITEM XII-II

Approve setting the base rate of yearly assessment at current rate of \$440.00 for the 2018 calendar year. Because of the assessment vote non-passage, another assessment vote will be scheduled in 2018 for the year 2019.

Motion made to approve setting the base rate of yearly assessment at current rate of \$440.00 for the 2018 calendar year. Because of the assessment vote non-passage, another assessment vote will be scheduled in 2018 for the year 2019.

M/Hagey,S/Wright

Discussion: This is a carryover action. According to SS Bylaws and Covenants a passing vote must be achieved. Another assessment vote required for 2019. New cycle and vote required for 2020 and beyond.

Roll Call vote.

Motion unanimously approved.

AGENDA ITEM XII-III

Approve 2018 Operating Budget & User Fee Schedule.

Motion made to approve 2018 Operating Budget & User Fee Schedule.

M/Hagey,S/Maxim

Discussion: Monies set aside for capital improvement. No fees raised; all remain the same.

Roll Call vote.

Motion unanimously approved.

AGENDA ITEM XII-IV

Approve that the 2018 Lake Assessments remain at the current rate of \$150.00 for Tier One lots, \$80.00 for Tier Two lots and \$40.00 for Tier Three lots.

Motion made to approve that the 2018 Lake Assessments remain at the current rate of \$150.00 for Tier One lots, \$80.00 for Tier Two lots and \$40.00 for Tier Three lots.

M/Hug,S/Maxim

Discussion: Funds generated match PLM Lake Treatment cost.

Roll Call vote.

Motion unanimously approved.

AGENDA ITEM XII-V

Approve the continuance of the requirements and fees for consolidating lots purchased from the Gladwin County Land Bank and the Gladwin County Treasurer which were approved by the Board of Directors October 15, 2016.

Motion made to approve the continuance of the requirements and fees for consolidating lots purchased from the Gladwin county Land Bank and the Gladwin County Treasurer which were approved by the Board of Directors October 15, 2016.

M/Baker,S/Hagey

Discussion: To encourage the purchase of tax foreclosed lots and obtain the benefits from such purchases.

Motion unanimously approved

AGENDA ITEM X-VI

Approve the following lot consolidations:

- **Sir Richards Realm – Lots 75-76-77**
- **Manchester Realm – Lots 92-93**
- **North Westchester Realm – Lots 106-107**
- **Berkshire Realm – Lots 115-116**
- **Fairfield Realm – Lots 136-137**
- **Castleview Realm – Lots 11-12**

Lots purchased through Gladwin County Land Bank and consolidated pursuant to Tax Sale Lot Consolidation approved by the Board of Directors at the October 15, 2016 Board of Directors meeting.

Motion made to approve the following lot consolidations:

- Sir Richards Realm – Lots 75-76-77
- Manchester Realm Lots 92-93
- North Westchester Realm – Lots 106-107
- Berkshire Realm – Lots 115-116
- Fairfield Realm – Lots 136-137
- Castleview Realm – Lots 11-12

Lots purchased through Gladwin County Land Bank and consolidated pursuant to Tax Sale Lot Consolidation approved by the Board of Directors at the October 15, 2016 Board of Directors meeting.

M/Baker,S/Berg

Discussion: None

Motion unanimously approved

AGENDA ITEM XII-VII

Approve language clarification for camping lot pump houses

2. **The well head and any above ground items, such as pressure tank(s), pump(s) and other associated items related to the well water supply (unless they are underground or contained within the camper unit). Items must be accommodated within the well house.**

Motion made to approve language clarification for camping lot pump houses

2. The well head and any above ground items, such as pressure tank(s), pump(s) and other associated items related to the well water supply (unless they are underground or contained within the camper unit). Items must be accommodated within the well house.

M/Maxim,S/Berg

Discussion: To simplify the language: if it is outside, it must be in well house.

Motion unanimously approved

AGENDA XII-VIII

Approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves repairs to the old pool/restaurant roof not to exceed \$ 16,235.00 for quoted work.

Motion made to approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves repairs to the old pool/restaurant roof not to exceed \$ 16,235.00 for quoted work.

M/Maxim,S/Hug

Discussion: Roof at rear of building was not done when addition was put on. Leakage now getting into aging chimneys which will be replaced with PVC piping. Work to be accomplished in spring.

Roll Call vote

Motion unanimously approved

AGENDA XII-VIX

Approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves resurfacing of the restaurant/pro shop parking lot: pulverizing the existing parking lot asphalt and laying 3" of new asphalt. The quoted price for the work is \$ 83,860.00.

Motion made to approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves resurfacing of the restaurant/pro shop parking lot: pulverizing the existing parking lot asphalt and laying 3" of new asphalt. The quoted price for the work is \$ 83,860.00.

M/Maxim,S/Hug

Discussion: Monies have been set aside for parking lot fund. This will complete lot resurfacings.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-X

Approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves repairing of the pro shop deck, and replacement of the front entrance steps and ramp for a price not to exceed \$ 17,392.00.

Motion made to approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves repairing of the pro shop deck, and replacement of the front entrance steps and ramp for a price not to exceed \$ 17,392.00.

M/Maxim,S/Wright

Discussion: Need is a safety issue with both front and back of pro shop. Deck framework is safe, decking needs replacing. Front steps need total replacement.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XI

Approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves seal coating and relining of the Activity Center and Pickleball area parking lots for a price not to exceed \$ 3,564.90.

Motion made to approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves seal coating and relining of the Activity Center and Pickleball area parking lots for a price not to exceed \$ 3,564.90.

M/Wright/S,Hagey

Discussion: Sealcoating is advantageous for a lasting surface.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XII

Approve purchase of used vehicle for cleaning staff

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves the purchase of a used van for use by the cleaning staff, at a cost not to exceed \$ 20,000.

Motion made to approve

Resolution:

Whereas, the Sugar Springs Board of Directors hereby approves the purchase of a used van for use by the cleaning staff, at a cost not to exceed \$ 20,000.

M/Maxim,S/Wright

Discussion: Current vehicle has been in service for fourteen years and no longer considered to be safe. Used vans are approximately in this price range.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XIII

Approve new Bathhouse Repair/Replacement reserve fund

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to establish a Bathhouse Repair/Replacement reserve fund.

Motion made to approve new Bathhouse Repair/Replacement reserve fund

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to establish a Bathhouse Repair/Replacement reserve fund.

M/Maxim,S/Hug

Discussion: In order to have this fund in place, BOD must have this *Resolution* approved

Motion unanimously approved

AGENDA ITEM XII-XIV

Approve transfer of \$ 110,000 from Golf Cart reserve fund to the Bathhouse Repair/Replacement Reserve Fund

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to transfer \$ 110,000 from the Golf Cart Fund to the Bathhouse Repair/Replacement Reserve Fund.

Motion made to approve

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to transfer \$ 110,000 from the Golf Cart Fund to the Bathhouse Repair/Replacement Reserve Fund.

M/Maxim,S/Berg

Discussion: It was determined that Golf Cart Fund would not be cost effective, therefore transferring monies to Bathhouse Repair/Replacement Fund would be advantageous.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XV

Approve construction of a new bathhouse at Manchester beach club

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve the construction of a new bathhouse at Manchester Beach Club, at a cost yet to be determined. The costs will not be known until final design is completed and project is put out for bid.

Motion made to approve the following

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve the construction of a new bathhouse at Manchester Beach Club, at a cost yet to be determined. The costs will not be known until final design is completed and project is put out for bid.

M/Maxim,S/Hagey

Discussion: BOD has created and funded the fund. This will approve construction with costs yet to be determined. Buildings and Grounds is being consulted on appropriateness of building.

Motion unanimously approved

AGENDA ITEM XII-XVI

Approve new golf cart lease

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve a new fifty-four (54) month lease of 52 Club Car golf carts from Midwest Golf & Turf at a yearly cost of \$31,892.72 per year.

Motion made to approve

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve a new fifty-four (54) month lease of 52 Club Car golf carts from Midwest Golf & Turf at a yearly cost of \$31,892.72 per year.

M/Maxim,S/Dunham

Discussion: Expenditure to purchase carts cost prohibitive. Leasing includes maintenance and repairs.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XVII

Approve Mark Bayer contract

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve a new five year (5) contract for PGA Professional, Mark Bayer, which runs from April 1, 2018 until October 31, 2022.

Motion made to approve

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve a new five year (5) contract for PGA Professional, Mark Bayer, which runs from April 1, 2018 until October 31, 2022.

M/Maxim,S/Hagey

Discussion: Mark is well respected in the community. He provides tournaments, lessons and is very successful in promoting SS. Is an asset.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XVIII

Approve new reserve fund for golf course irrigation

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to establish a Golf Course Irrigation System Reserve Fund.

Motion made to approve

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to establish a Golf Course Irrigation System Reserve Fund.

M/Maxim,S/Hug

Discussion: Due to maturation of pumps, they will need replacing. This fund is developed to assist with costs should the need arise.

Motion unanimously approved

AGENDA ITEM XII-XVIX

Approve the following

Resolution:

Whereas, the Sugar springs Board of Directors hereby resolves to transfer \$ 50,000.00 from the Golf Cart Fund to the Golf Course Irrigation System Reserve Fund, and dissolve the Golf Cart Fund.

Motion made to approve

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to transfer \$ 50,000.00 from the Golf Cart Fund to the Golf Course Irrigation System Reserve Fund, and dissolve the Golf Cart Fund.

M/Maxim,S/Wright

Discussion: None

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XX

Approve the following

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve the SSMGA and SSWGGA golf tournament calendars for 2018.

Motion made to approve

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve the SSMGA and SSWGGA golf tournament calendars for 2018.

M/Maxim,S/Dunham

Discussion: The calendars will appear on Sugar Springs website. Golf memberships are encouraged.

Motion unanimously approved

AGENDA ITEM XII-XXI

Approve the following

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to establish a new weekend membership for 2018 golf season, available for members and non-members.

Motion made to approve the following

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to establish a new weekend membership for 2018 golf season, available for members and non members.

M/Maxim,S/Hug

Discussion: This is to encourage golfers to become members. Weekend plan includes Friday, Saturday and Sunday.

Motion unanimously approved

AGENDA ITEM XII-XXII

Approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve a new three (3) year contract with PLM Lake and Land Corporation for weed and algae control of Lakes Lancer, Lancelot and the golf course ponds.

Motion made to approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve a new three (3) year contract with PLM Lake and Land Corporation for weed and algae control of Lakes Lancer, Lancelot and the golf course ponds.

M/Hug,S/Wright

Discussion: Cost structure remains the same. Quality of lakes has improved with appropriate treatment. PLM is a knowledgeable and efficient firm.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XXIII

Approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to transfer \$ 10,000.00 from the Friends of Sugar Springs account to the legal expenses account.

Motion made to approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to transfer \$ 10,000.00 from the Friends of Sugar Springs account to the legal expenses account.

M/Berg,S/Maxim

Discussion: This account has existed for years. Members choose to donate to the fund on a voluntary basis. The purpose is to use funds in an emergency or unforeseen need. Recently an unexpected legal fee was incurred and some of this fund was used to cover that fee.

Roll Call vote

Motion unanimously approved

AGENDA ITEM XII-XXIV

Approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to change the name of the Lake Dredging Fund to the Lake Dredging/Aeration Fund.

Motion made to approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to change the name of the Lake Dredging Fund to the Lake Dredging/Aeration Fund.

M/Hug,S/Maxim

Discussion: This may present the opportunity to aerate if that procedure is explored as opposed to eventually dredging

Motion unanimously approved

AGENDA ITEM XII-XXV

Approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve an amended request by the Airpark Committee to construct a building for committee use and storage on commons area at the Airpark.

Motion made to approve the following:

Resolution:

Whereas, the Sugar Springs Board of Directors hereby resolves to approve an amended request by the Airpark Committee to construct a building for committee use and storage on commons area at the Airpark.

M/Hagey,S/Wright

Discussion: Director Dale Maxim recused due to possible conflict of interest. Committee in need of equipment storage area for fly-in events, pilot rest areas, meetings, etc. Funds have been raised by Committee and have personal monies dedicated to the effort. The building will be owned by the SSPOA for use by Airpark Committee.

Motion unanimously approved

AGENDA ITEM XI-XXVI

Accept resignation of Nomination Committee Chairperson, Sherri Visnaw, and member, Mike Visnaw. Appoint Scott Jones as chair of the committee and the addition of Sue Jones to the committee.

M/Wright,S/Dunham

Discussion: Mike Visnaw has expressed a desire to run for BOD position in 2018.

Motion unanimously approved

COMMITTEE REPORTS:

ARCHITECTURAL & ENVIRONMENTAL CONTROL COMMITTEE: (Bd Rep: Ben Baker)

Scott Jones reported 15 actions taken consisting of 1 house, 1 garage, 5 additions, 1 outbuilding, 1 dock, 3 color changes and 3 camping pads.

AIRPARK COMMITTEE: (Bd Rep: D. Maxim)

No report.

CAMPING COMMITTEE: (Bd Rep: D. Maxim)

Jeff Grubbs indicated that plans for a boat parade 2018 are being considered.

BUDGET COMMITTEE: (Bd Rep: J. Issitt)

President Issitt reported that Budget Committee submitted recommendations which were approved at this meeting.

BUILDINGS AND GROUNDS COMMITTEE: (Bd Rep: D. Hagey)

Committee to go forward with obtaining recommendations for new construction of Manchester Beach Club. Also inspecting area playscapes and may ask for volunteers to repair as necessary.

ELECTION COMMITTEE: (Bd Rep: J. Issitt)

No report.

GOLF COMMITTEE: (Bd Rep: D. Dunham)

No report. Will need volunteers in Spring for various projects.

LAKES COMMITTEE: (Bd Rep: T. Hug)

Tim Stegemen reported they are working with DEQ regarding water management in rivers. Next meeting April 12, 2018. Dam repair needs water to recede before work can begin. Silt traps have been cleaned on a regular basis. With regard to PLM Lake treatment for lily pads, there are two kinds of plants, one can be treated, the other is protected.

MEMORIAL COMMITTEE: (Bd Rep: D. Hagey)

An Adopt-a-Hole Planter Basket program was discussed whereby individuals can care for memorial baskets on the golf course. Pool noodles were purchased for pool use from funds designated for recreational purposes. Next meeting May 3, 2018.

NOMINATION COMMITTEE: (Bd Rep: L. Wright)

No report. Applications for BOD positions currently available. Applications due February 1, 2018.

PLANNING COMMITTEE: (Bd Rep: L. Wright)

Next meeting in January. Awaiting return of surveys in order to tabulate.

RECREATION COMMITTEE: (Bd Rep: P. Berg)

Appreciation to Tom Hug, Scott Jones and Mike Visnaw for executing the decorating of the Christmas Tree for a Tree Lighting Ceremony. Event was well attended. Dinner Dance was cancelled due to low ticket sales. Winterfest scheduled for January 13, 2018, Superbowl Party, February 4, Pool Party for members and friends February 17, Daytona Race Party on February 18. Birthday dinners continue with Thursday, January 18 the first one of the year. All are welcome and reservations are suggested to assist the Hearth staff in preparing for the event.

ADDRESSES TO THE BOARD:

New resident dissatisfied with answers/comments from administration and concerned about image of area. Acknowledge the efforts of Kim Ehrke for organizing the Stockings for Soldiers project. Members thanked for generosity. Member in conflict with A&E decisions/rulings on property. Questioned comments allowed at Board meetings. October meeting was considered a Business meeting therefore comments were not on Agenda.

COMMENTS FROM BOARD MEMBERS:

Concern with Social Media impact on perception of Sugar Springs. Board respectfully requests users curtail negative comments and instead deal personally with BOD and administration. Members with critical attitudes should attend and support activities in order to appreciate the endeavors of involved members. Additionally the entire BOD wishes all a happy, healthy and successful new year.

ANNOUNCEMENTS:

None

ADJOURNMENT:

With all Agenda Items completed and without objection, President Issitt adjourned the meeting at 12:19 p.m.

Respectfully submitted,

Robert Neeb, CMCA, AMS, PCAM, Secretary, Sugar Springs Property Owners Association

VocalRecording transcribed by
Judith Sullivan