

Wildwood Lot Owners Association
Board of Directors Meeting Minutes

November 3, 2018

8:00 am – Present: Randy Hudson, Robyn Overly, Trudi Elliott, Tami Kiso, Chris Oliver

Absent: Chris Bayless

- Prayer – Trudi led the board in prayer.
- Pledge of Allegiance

Finance

- Received Workers Compensation Insurance Refund check based on audit of 2017 for approximately \$20,000.
- Property taxes will be coming in. Should be around \$23,000.
- CIMR committee voted to transfer \$8,422.80 to the general fund from CIMR for DNR expenses:
 - Laser rental \$218.19
 - Excavator rent and Transportation \$1589.61
 - Chlorinator \$6615.00
- Board was informed that we will spend \$65k if DNR doesn't approve use of holding tanks for pool.
- Fax line in office has been terminated.
- Still have \$3146 in DNR account. It is expected that the DNR account will be almost zeroes out when invoices come in from the Engineer.
- Cindy to start 2019 invoices. Robyn to help.
 - Invoice will include inserts notifying that interest will be charged on assessments not paid in full by Feb 1st as per Bylaw 8.3.4d and about a \$20/day fine effective January 1, 2019 for lot owners not in compliance with the DNR for holding tank monitors.
- Bulk mailing – Randy mentioned it as a possibility to save costs. Robyn to research criteria for it as well as the potential of using a bulk mail service.
- Special assessment
 - Ballot to go out in January or February as discussed in October.
- 2018 Budget cuts
 - Discusses that Deer Park comfort station to remain shut down until at least March, depending on the outcome of the special assessment vote.
 - Restoration of all services temporarily halted as a result of the 2018 budget cuts will be determined based on the results of the special assessment vote.

- Board discussed concerns with the safety of the roads from the front gate to stop sign. Board to discuss with Lonnie.
- Bylaws and Covenants at-large member. The at-large member will be decided by vote of PC and BOD. The applicants are:
 - Fred Jones
 - Catherine Dean
 - Tanith Swinney
 - David Hollingsworth

Lonnie Discussion:

- 2019 Staffing – If funding available, needs for busy season spring through early fall:
 - 2 full-time maintenance
 - 2 part-time maintenance (weed eating, grass cutting)
 - 1 part-time housecleaning
 - 2 part-time pool
 - 2 part-time security, additional on holiday weekends
 - 1 full-time office
- Blading the roads – Robyn requested an estimate to blade the road from the main gate to the stop sign. Lonnie estimates 20 hours and \$1500 - \$2000 in gravel to fix here to stop sign. Board approved that work.
- Discussed Workers Compensation Loss Control requirements
 - Post-accident drug testing requirement has been added to the employee handbook. Employees must acknowledge in employee manual.
 - Fall protection training:
 - \$75 on-line class recommended by Robyn. Lonnie to ensure training is completed for the 3 people that could be on a ladder.
 - Training must occur as new employees come on board, if they will be on a ladder.
 - Lonnie to get employees to sign in a training attendance sheet to confirm completion of the training.
- Respiratory training – The board recommended we reply to the Workers Compensation insurance company that we have no need for a respirator. Robyn to discuss with the insurance agent.
- Curt Warafield, Waste Water Manager, provided ammonia test information to the Rocky Miller, Miller Companies Engineer. Randy informed that the Engineer sent Ammonia revised report to the DNR.
- Board informed Lonnie that we will propose to DNR by the end of December that we be allowed to use holding tanks at the pool and clubhouse.

- Lonnie informed that we had to work on the pump truck. He indicated that we need to budget \$30k to \$35k for a used pump truck in 2019.
- Deer Park comfort station to be winterized and remain locked until the budget is re-evaluated in the spring.
- Lagoons are all done except for lining in 3rd cell. This can be done in August of next year when its real dry. Recommend clay.
- 13 lot owners still in non-compliance for holding tank monitors.
- Discussed the potential use of protective cover over monitor boxes to protect from elements/moisture.
- Verification between holding tanks pumped since 2015 and monitor purchases. 14 additional non-compliance letters were sent to lot owners.
- Discussed a 11/18/2016 letter from DNR re: Dam inspection. Permit expires 12/2/1019. Randy to ask DNR to validate list of permit expirations.

Callabyte:

- Clint Smith from Callabyte met with the BOD prior to Park Council / BOD meeting. He mentioned that Callabyte could
 - Run fiber throughout the park – would need commitment from 75 – 100 lot owners for it to be cost effective for Callabyte. Cost to lot owners would be approximately \$65 - \$75 per month.
 - Run Wi-Fi throughout the park at a cost of approximately \$15 - \$20 per month per lot. This would not support TV or phone.
 - A combination of both

Park Council Meeting

- Started at 10:15
- Opened up with Clint Smith from Callabyte
 - Discussed the options as he presented to the BOD. Fiber internet throughout the park or WiFi
 - Will need to make ready here. Many poles will need replaced, approximately 150 poles in Wildwood.
 - Options:
 - Callabyte fiber throughout the park.
 - WiFi throughout the park. TV and telephone service cannot be offered with Callabyte WiFi offering.
 - Fiber speeds are 100MB per second up and down at the slowest, then 300MB, 500MB.
 - Clint indicated to the PC that they would need commitment from 75 – 100 people to make it cost effective to bring it here.

- Approximately \$20,000 refund check received from Workers Comp. Insurance as a result of 2017 audit.
 - Steady flow of collections coming in now. 90 day delinquent collections is being enforced.
- DNR
 - 13 lot owners not in compliance from the original list sent to DNR.
 - Certified letters have gone out to the 13 lot owners
 - Have sold 470 monitors in park.
 - Comparison of tanks pumped to monitors purchased indicate that there were lots that have recently been pumped and have not purchased monitors. Non-certified letters were sent to 14 lot owners based on this analysis
 - BOD decided the next step will be to send certified letters to owners that do not respond.
 - Starting 1/1/2019 \$20 fine per day if a lot owner remains non-compliant.
 - Collection system between manhole 5a & 6 was replaced October 13.
 - Ahead of schedule on chlorinator/de-chlorinator at lagoon. Both are installed
 - Need to line 3rd lagoon in the spring, using clay and bentonite. Water is seeping into the ground, not overflowing.
 - Lift station by pool house / club house is shot. May take \$35k to repair. Asking DNR to not repair, but to use a 1000 gallon holding tank and pump it out periodically.
 - Question about Husky monitor issues? Husky came out about a week and a half back and looked at bad monitors. One issue is circuit board is getting condensation causing electricity arcs and the signaling. Other issue with people drilling holes in the housing and allowing condensation in.
 - First batch of monitors did not have issues. Subsequent batches have had issues. Randy asking Husky why.
 - 20 monitors on order now. We've sold approximately 470 so far. Our monitors are unique to us.
- Q & A
 - Did BOD review the Vendor form? BOD will look at.
 - Asked about potential for Camp Ground Host to stay at no charge in Coast to Coast in exchange for work. The board indicated that this is something that we should consider. Park Council addressing Camp Ground Host option
 - Firewood Vending – It was discussed that they deliver to lot owners, but we could also sell out of the office.

- A lot owner recommended we have volunteers cutting up our own wood and selling.
- Conservation agent said we have a lot of sugar maples. They're useless trees and inhibit growth on forest floor. Discussed the possibility that we could pick 10 acres and cut the sugar maples down to sell. Attorney indicated this would be okay because we're "managing" the land – not changing it.
- Question asked about lot owners volunteering trees they cut down on their lot if someone gets them.
- Question about potential controlled deer hunting. Randy indicates that this is something we should be discussing. He indicated that chronic wasting disease will come about if we don't thin the herd. If allowed in the future it might be in the 400 and via archery only. Hunters would be chosen from lot owners based on a drawing. But still at the conceptual/discussion level.
 - Would need approval by Dept. of Conservation.
 - The board asked PC to take the lead on this.
- Questions was asked how many people are interested in Callabyte internet – most people raised their hands.
- A lot owner asked about anyone having commitment to Kingdom County for internet. Answer was that's between the lot owners and Kingdom County.

Resume BOD Meeting

- Actions Without Meetings:
 - DNR Letter dated 10/23/2018 granting extension for monitors till 12/31/2018.
 - A lot owner allowed their holding tank to overflow. This was reported to DNR in the required timeframe.
 - Requested a 30 day extension for ammonia monitoring report.
 - Heater installed in pool pump room.
 - Decision – Include with 2019 invoices, a letter regarding \$20/day fine for non-DNR compliance.
 - #WildwoodStrong t-shirts – A lot owner inquired about making long sleeve shirts, intending to sell them and donate profit to WW. Informed her we recommended donating to the social committee
 - Board / Lot owners Meeting minutes for October meeting approved on 10/18/2018 @ 8:37 pm.
 - Workers Comp Insurance refund check received for approx. \$20,000.

- Authorized Humane Society to send a mobile Vet out to spay and neuter feral cats in the park.
 - 10/11 Drinking water bacteriological assessment report by DNR passed – re: email from WLOA on 10/18 @11:49 am.
 - The 266 foot collection system between manhole 3 & 4 needs to be inspected. Shawn York with Mid-Missouri Earth Works will inspect in November
 - Estimated cost - \$500 to \$600
 - Old business
 - Employee Handbook
 - Change “Pass a security check” to “Pass a background check”
 - Lonnie to ensure employees sign Employee Handbook and Confidentiality agreement.
 - Randy signed on 11/3/2019.
 - B&C Charter – Updates must be approved by majority vote of both BOD and PC. Changes will go to PC next month for their vote.
 - Heater was installed in pool room.
 - New business
 - Security – Volunteer Security. Should talk to Lonnie and he will approve. Cannot use Wildwood vehicles. Chris Oliver to inform the volunteer lot owner that it's acceptable,
 - Winter Office and Laundry hours:
 - Starts on Sunday after Thanksgiving - 11/25 through 3/13
 - Thursday – Saturday 8:30 – 4:30, Sunday 8:30 – 12:30
 - Tami to make announcement on Wildwood Facebook site, and have website updated with information.
 - People living here illegally – According to B&C, if not a registered permanent resident, you need to provide proof of residency elsewhere.
 - Tami to draft a memo and send to BOD for approval.
 - Hank to hand deliver the memos to lot owners living here in violation of the covenants.
 - Monthly report re: lots sold. Have not sold any this month
 - Up for consideration:
 - Wildwood lots – discussed should we have volunteers to clean them up and promote them?
 - Trudi discussed the idea of having WW lots surveyed before advertising them and then just adding that expense to sale price
 - Trudi asked should we allow a fee to people who help us sell them

- Discussion regarding new lot owners sign something acknowledging AOC. The board verified that this is already a part of the new lot owner package and signoff.
- Vendor application – PC recommended, approved by BOD
- Robyn recommended switching internet provider for office and public WiFi. Randy seconded. Unanimous approval. Randy to follow up with the Callabyte representative. Also checking on phone prices.
- We plan to identify longitude & latitude of each man hole.
- Randy made a motion that anyone wanting anything done through WW services (except pumping of a holding tank) must have been a lot owner in good standing for the previous 24 months or must pay 100% estimated costs up front. Seconded by Tami – unanimous approval: *Resolution 20181103.01*

Randy made motion to adjourn at 1:40, Trudi seconded. Unanimous approval.



Respectfully submitted Board of Director