

**LAKE SENECA PROPERTY OWNERS, ASSOC., INC.  
BOARD OF TRUSTEES MEETING NOVEMBER 2018**

Minutes of the Lake Seneca Property Owners Association, Inc. Trustees Meeting at Lake Seneca Arrowhead Lodge on November 8, 2018 beginning at 7:30 PM.

Pledge of Allegiance.

**Trustees Present:** Christopher Cummins, Frank Curtis, Brad Felske, Terry Hoellrich, Jody Osmun, Janine Rosenthal, Richard Stout.

**Approval/Additions to Agenda:**

Previous motions from a trustee meeting, #18/1/11-1 to allow Janine Rosenthal close two checking accounts and add to the current LSPOA checking account to simplify.

Moved: Hoellrich

Seconded: Curtis

Motion: Approve minutes	Cummins	Curtis	Felske	Hoellrich	Osmun	Rosenthal	Stout
Vote	Y	Y	Y	Y	Y	Y	Y

**Motion Passes**

**Motion #18/8/11-1**

**Minutes for March:** Frank Curtis –

Motion was reviewed:

Motion to approve the minutes

Moved: Curtis

Seconded: Cummins

Motion: Approve minutes	Cummins	Curtis	Felske	Hoellrich	Osmun	Rosenthal	Stout
Vote	Y	Y	Y	Y	Y	Y	N

**Motion Passes**

**Motion #18/8/11-2**

**Treasurer's Report:** Janine Rosenthal –

Janine to investigate \$10,000 equipment repairs account and add to minutes (11/12 Janine found the \$1200 should have been Equipment/Rebuild account, the remaining \$8800 in in the Equipment Repair account for the John Deere 4700 repair, tires, brakes & rotors.)

Motion to accept the Treasurer's Report

Moved: Rosenthal

Seconded: Hoellrich

Motion: Approve minutes	Cummins	Curtis	Felske	Hoellrich	Osmun	Rosenthal	Stout
Vote	Y	Y	Y	Y	Y	Y	Y

**Motion Passes**

**Motion #18/8/11-3**

**Expenses:** Janine Rosenthal -  
 Details reviewed expenses for the previous month.  
 Motion to approve expenses

Moved: Rosenthal

Seconded: Osumn

Motion: Approve minutes	Cummins	Curtis	Felske	Hoellrich	Osmun	Rosenthal	Stout
Vote	Y	Y	Y	Y	Y	Y	Y

**Motion Passes**

**Motion #18/8/11-4**

**Property Owners' Time:**

Jenny Baker has a list of items, office garden area tree needs attention, paint trim on inside lodge doors, cement side walk needs to slope away from office, lodge hallway needs painting, also water damage to maintenance door, a garden hose outside needs put away, hole in door, lodge kitchen sink needs replacing proper to code, shutters need replaced, marquee signs the letters are old and need replacing, main entrance marquee sign needs to be lowered, guard shack needs painting or torn down, timer on front sign needs fixed. New letters will cost about \$300.00.

**Maintenance/Dredging:** Richard Stout/ Terry Hoellrich –

Used tractor with blade on back roads to fill in potholes, Richard stated to get maintenance items completed a workorder must be filled out to start the process. Terry said he has a coworker that can look at our grader to see if fixing is an option, Mike Sentle said that they were using it the year before and might need new batteries.

**Dredging:** Jody Osmun –

No more Muck-Pucks this year, will measure next year. Getting the committee together to start a plan, check out the dredge (possible impeller damaged from improper torque) new impeller about \$3000, Jody will be looking into repair costs Watson fixed impeller last time, Chris asked if Karen could mark on the map where the locations of muck-pucks were placed originally.

**Collection:** Janine Rosenthal –

The part-timer collections person will be starting November 30<sup>th</sup> and will need to be trained regarding our system and process. Once this is complete, we will start monthly reporting at our meetings.

**Legal:**

James asked who is following up on the residents violating our rules, Terry and Jody agreed to follow up with the attorney regarding sending out letters to these residents letting them know we are following up on the violations.

**Long Range Planning:** Brad Felske –

November 30<sup>th</sup> the collection person will start, call from LSPOA attorney regarding Chris Cummins and regarding property encroachment issues for next meeting.

**Buildings and Grounds:** Christopher Cummins –

Chris stated he will investigate the repair issues raised during property owners time, painting the lodge halls and replacing sinks and counter tops, need to be approved by the board first. Looking at repairing the docks based on weather and lake level conditions.

**Lake and Dam & Waste Water:** Frank Curtis –

The weather last weekend did not allow the lowering of the dam, the water was too high, we could not remove the log jam at the intake. The dam gate wrenches were not found, and we did not have a proper way to raise the gates. I plan to go this weekend with some better tools for removing the log jam at the intake and look further at finding the gate wrenches or making a new set. I have been in contact with the contractor that will clean the spill bucket and ledge area, he is ok with waiting until the lake level is lowered. We will also need to remove a large quantity of logs on the dam weather permitting.

**Bridge/Roads/Drainage:** Richard Stout –

Working on drainage tiles, culverts issues, we have many, will be meeting with a contractor on Friday to assess what needs to be done to properly repair roads to minimize erosion and using chip & seal, maybe some areas need to be cut out and repaired, on the outer areas to dirt patch & regrind the weather is too cold to use dura-patch. The bridge approaches have been repaired by Ten Mile road contractor, next spring will be working with Bridgewater Township on roads.

**Events Committee:** Jenny Baker –

December 15<sup>th</sup> at the lodge we will have Mrs. Clause for the children, also the Halloween party was a large turn out and appeared successful.

**Beautification Committee:** Kay Stout –

Need volunteers for this Spring.

**Old Business**

Terry made a motion to purchase a John Deere Tractor Model 5075, for under \$9400 down zero percent interest for 5 years five annual payments of less than \$9400. The motion was talked about for an hour with in attendance, after that a vote was to approve the motion, #18-8-11-5 passed.

**New Business**

Nothing

**Board Meeting Motion to Adjourn**

Moved: Hoellrich

Seconded: Curtis

Motion: Approve minutes	Cummins	Curtis	Felske	Hoellrich	Osmun	Rosenthal	Stout
Vote	Y	Y	Y	Y	Y	Y	Y

**Motion Passes**

**Motion #18/8/11-6**

The LSPOA lodge was vacated at approximately: 9:55 PM

\_\_\_\_\_  
Terry Hoellrich President

Approved

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Frank Curtis, Secretary

Date: 11/1/2018

**LSPOA BOARD MOTION & MINUTE MEETING FORM**

Motion:

To close bank accounts; Operating Reserve Account & LSPOA Checking  
w/Huntington Bank and move all money to LSPOA Checking Account  
#18/1/11-1 Trustee meeting

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Firsts Motion Rosenthal votes first

Seconds Motion Osmun votes second

Discussion: \_\_\_\_\_  
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Trustee (s) Designated to Champion execution of this Motion

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Do you Support this Motion? Passed

Vote:	Chris Cummins	Y	Frank Curtis	Y
	Brad Felske	Y	Terry Hoellrich	Y
	Jody Osmun	Y	Janine Rosenthal	Y
	Richard Stout	Y		

Date: 11/8/2018

**LSPOA BOARD MOTION & MINUTE MEETING FORM**

Motion:

To Purchase a John Deere Tractor Model 5075, for zero percent interest at \$9400.00 per year for five years total, using money from the equipment account for the initial down payment

#18/8/11-5

Firsts Motion Hoellrich votes first

Seconds Motion Stout votes second

Discussion: \_\_\_\_\_

Trustee (s) Designated to Champion execution of this Motion

Do you Support this Motion? Passed

Vote:	Chris Cummins	Y	Frank Curtis	Y
	Brad Felske	Y	Terry Hoellrich	Y
	Jody Osmun	Y	Janine Rosenthal	Y
	Richard Stout	Y		

Property Owners Problem Resolution Form

To be use at Board Meetings or when Property Owners Present Problem

Name Jenny Baker Lot #      Date: 11/5/18

Address 762 Seneca Dr.

Phone# 419-485-0810

Issue/Concern/Complaint

Dead tree east of old sheriff's office  
Replace molding on inside edge of double door to Lodge  
Reslope cement entrance to foyer of Lodge - leaks when rains  
Repaint walls of Restroom hallway  
put away hose outside of maintenance building, left of side door  
Repair hole in table/chair closet door  
Replace kitchen sink (3 section) and faucet  
Repaint shutters & Brown doors to deep blue.  
Trustee Responsible for corrective action Lodge

Corrective action for Problem Resolution

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Problem Resolved Date \_\_\_\_\_

Property Owner \_\_\_\_\_ Trustee \_\_\_\_\_

Copies: Property Owner  
Property Owner File  
Responsible Trustee

Form: PR 0001

Property Owners Problem Resolution Form

To be use at Board Meetings or when Property Owners Present Problem

Name Jenny Baker Lot # \_\_\_\_\_ Date: 11/5/18

Address 762 Seneca Dr.

Phone# 419-485-0810

Issue/Concern/Complaint

1. Replace clear plastic strips that individual letters slide into on 2 signs - one on Lumber, one on TAG Rd. Need 10 total strips. Set of Plastic Letters and Numbers.
2. Remove un used guard house. Give away - U Mow.
3. Remove sign at guard house.
4. Purchase free standing sign with new letters

Trustee Responsible for corrective action Buildings and grounds

Corrective action for Problem Resolution

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Problem Resolved Date \_\_\_\_\_

Property Owner \_\_\_\_\_ Trustee \_\_\_\_\_

Copies: Property Owner  
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