



LNNLRCD Special Meeting Thursday May 25, 2004 at 7:30PM

- I. **Board Members**
 - Present:** Joe Gargano - President
 - Joe Olliges - Secretary
 - Bill Piper - Treasurer
 - Herb Hill - Personnel
- Absent:** Fred Stegbauer - Vice President
- II. **Employees:** Becky Breckenfelder
- III. **Guests:**
- IV. **Called to Order:** Joe Gargano called the May 25th LNNLRCD Special Meeting to order at 7:33PM.
- V. **Pledge of Allegiance**
- VI. **Agenda:** No Changes were made to the agenda.

A. Lake Court Center

1. **Rehabilitation** – Joe O. obtained quotes for the kitchen rehabilitation that the RCD would like to have done. Joe G. suggested that they could put it on next week's agenda. Joe O. said that if they put it on next week's agenda then he would table it until they get the results and costs from the engineering firm's evaluation on the entire building. He wants to see what they are going to need done to the building and what order they decide to prioritize the work.

Scott Brown from Wendler Engineering met with Herb and Joe G. so that he can create a spec. for the rehabilitation. Some of the concerns are the water damage to the foundation, the collapsed ducts, which are washing the sidewalk out, the roof and downspouts, concrete work on the prow, to include tearing the slab out, dig down and take the ducts out and seal them as well as waterproofing the wall. Herb suggested that they could just cap off the PVC lines instead of taking them out because they are not leaking and if there was ever a desire in the future for a swimming pool then the pipes would already be there. Joe O asked about the gutters and overhang and whether it would flood out like it does on the west side of the building. Herb said that the gutters were done incorrectly there and once it is corrected and the east side is done properly then it won't flood out.

Bill asked Herb what their first priority is and Herb said that addressing the structural damage and the wet footings is the main concern. He also feels that the building is pretty sound otherwise.

Joe G. reiterated that the work would include some roof repairs, excavating 6-8 feet along the south and east foundation walls, ripping out all of the concrete, sealing off the basement, and replacing the walks. When Joe G. asked the engineer what he estimated it would cost to get all the work done on the building, he guessed that it would probably cost \$40,000-45,000. Joe G. thinks that they could probably do it for less. Herb said that it would probably cost more. The engineer recommended that when they do the roof they should add a sister piece between the two halves to bring them up to the same level.

Herb said that the cinderblock at the top of the stairs is deteriorating and will need to be addressed once the basement is dried up.

2. Engineering Fees – Joe G. picked up a document from Scott outlining his services to include a site visit to inspect the exterior foundation, interior basement walls, provide recommendations to reduce the amount of water coming into the basement – to include general repair details of the south wall. He would provide an evaluation of the site's drainage and a plan to redirect surface drainage away from the structure, which may include downspouts and he would inspect the roof and probably include a recommendation to the board to get a few quotes from roofers for repairing it. The document said that the fees for the inspection cost would not exceed \$700. Construction, inspection, and other required additional services not covered in the outline above would be provided as requested at an hourly basis of \$85-100 an hour.

Becky asked Joe G. to get a copy of the sheet for the records and Joe G. said he would.

Joe G. said that if the board agreed to allow the engineer to provide the detailed report and recommendation plus several cross-section sketches of recommendations, they would not exceed \$700. If they agree to the proposals of additional services including preparation of the bid specs, that would be another lump sum of \$300.

Joe G. showed the board the bid spec. that he created last year for dredging and said that the board could probably create their own bid spec., however, he would prefer to let the engineer handle and approve the entire \$1,000 cost, due to the fact that the building is so vital to the public. Joe O. and Bill agreed. Joe G. said that when he was overseeing the dredging, he was over there for 6 hours a day and he was wondering when Herb would be available to commit 3-4 hours a day to oversee the job.

Herb said that if they hire an engineer they won't need him to oversee it. Joe G. said that that is not part of their inspection. Herb added that he would rather spend the \$1,000 and put it in the building, however, he understands that they have to cover themselves.

Joe G. used the example of when Tina hired a dredging expert for \$2,500 to come out and tell them that they have sediment built up in their lake. They based their dredging program last year on those recommendations.

Bill asked why Joe G. thinks that it is necessary for a board member to spend that much time overseeing the contractors and Joe G. said to make sure they are doing

what you want them to do. Bill said that they have a contract and (they should follow it.) Herb agreed with Joe G. stating that contractors will do it their way unless you keep an eye on them.

Herb has a commitment to selling his house up north. Joe G. said that if Herb is not able to commit the time then they need to decide how else they want to address it – perhaps by hiring a building inspector or someone with construction experience to oversee the program. He would like whoever is supervising the project to come by in the morning, noon and night of every day of the job. Joe G. said that if they are going to hire someone to oversee the job, now would be the time to look for them. Joe O. agreed.

Joe O. motioned to accept Wendler Engineering's inspection evaluation for \$700 and the contract specification for \$300, not to exceed \$1,000. Bill seconded the motion. Motion approved with three ayes and Herb opposed. [05-25-04-01] Joe G. will contact Scott tomorrow.

3. Keys – When Joe O. had all the doors to the building keyed alike and new keys made, Becky distributed the new keys to everyone who had had a key previously. Joe G. was concerned with the amount of keys that have been distributed. Joe O. feels that no more than two keys should be issued to each group that uses the building. He also didn't mind allowing the two frequent renters to keep their keys as well. If the board does implement a two key per organization policy, then, according to the list that Becky has of keys that she passed out, the social committee would need to turn in three keys and the New Landing board would need to turn in one key. Joe O. said that he will write the letters to the social committee and the New Landing board – he asked Becky to call to find out to whom he should address the letters. Joe O. will also add in the letter a request for a key to the locks that the social committee has on the cabinets.

B. Preliminary Budgetary Review – Bill said that last week the board voted to keep \$20,000 in dredging, add \$25,000 to Land and Building to make it \$39,000, and to add \$25,000 into Lake Preservation making it \$43,951.64.

Based on conversations that they have had during the week and in executive session. Joe G. was approached earlier today about a possible real estate proposal and would like to enter into an executive session after next week's meeting to discuss it. Joe G. thinks that they should take the \$25,000 that they had voted last week to put into Lake Preservation and split it up as follows: add \$10,000 to the \$23,000 that is in *Land Acquisition and Construction* to make it \$33,000, add \$11,000 to the \$39,000 that is in *Land and Building: Repairs & Updates* to make it \$50,000, and add \$1,000 to *Professional Fees: other* to cover the engineer's costs, which would make it \$3,000. Joe O. suggested that they could just take the \$1,000 out of the *Land & Building: Repairs & Updates* line item, which way it keeps the cost related to the job. Joe G. said that they could do that. The final \$3,000 or \$4,000 would then remain in the *Lake Preservation* line item, bringing it down to \$21,951.64 or \$22,951.64.

The board discussed dredging and how about \$8,000 of the \$20,000 budgeted has already been spent and that they may need to spend some money this year to clean out the silt basins if they continue to get the rain that they have been getting. (Cost to clean them out is about \$3,000). Joe G. said that the dredging specialist that came out a couple years ago said that the silt basin should be maintained on a regular basis. Joe G. said that they should probably clean it out in June or July and then, if necessary, again in the fall. Herb asked if the silt basin had been cleaned out last year and Joe G. said yes, it had been cleaned out twice last year. They also discussed cleaning the Schings Park Basin in the fall.

Bill said that he switched the CD that was due into a shorter term one because there wasn't much difference in the interest rate earned on them. He also went over with Becky and Tina the timing of the payments from the county – there will be two big payouts in July and October, then a little one of what is left in December

Joe O. was concerned that the amount that has been budgeted for water and sewer wouldn't be enough if the utility company raises their prices. Joe G. said that they would have to take it out of the reserve fund.

Herb asked about the \$1500 that is budgeted for pop and Bill said that they purchase the pop to stock the machine from the Coca Cola Company in exchange for them having the machine in our foyer. It is really just a service to the community as the RCD just about breaks even with the money that they earn from the pop machine.

Joe asked Becky how much the amount of events that take place in the building has increased. Becky said that the usage of the building has at least doubled when you include all the events. Joe G. said that that would justify all the repairs that they want to do. Becky asked if the building will still be available for scheduled events during all that they want to renovate and Joe G. said that it would still be accessible. Joe O. said that the only time they wouldn't be able to use the building during the renovations would be when the kitchen was being done. They will coordinate with Becky to find the best time to do the work.

Joe G. asked Joe O. if he could be the information officer to gather all the information from the other board members, plus what is going on with the RCD, and have it ready to put in the Ripple by the 15th of every month. Joe O. agreed to take that on.

Joe O. motioned to accept the budget with the following changes: Remove the \$25,000 that is budgeted in the *Dredging* line item under *Lake Preservation* and use it to increase *Land Acquisition and Construction* from \$23,000 to \$33,000, increase *Land & Building: Repairs and Updates* from \$39,000 to 50,000, and increase *Lake Preservation* from \$18,951 to \$22,951. The entire budget is for \$206,901.64. Bill seconded the motion. Motion passed unanimously by roll-call vote [05-25-04-02]

C. Campground Security - Joe G. asked the board if they wanted to put up further chains to restrict access to the campground area. He said that they have been lucky so far in not having a lot of incidents occur, however, this time of year incidents usually happen. The chain has been found unlocked several times. They put logs in front to try to deter people, however, it is not effective in stopping people from going in – they simply move the logs aside. Joe G. was concerned about the port-a-potty company being able to access their unit to empty it if the RCD puts a chain up. They may have to move the port-a-potty to outside the chained area so that it is accessible.

If they do put chains up they will have to get Schulze a key so that he can still get in there to mow. Joe O. also noted that the ordinances prohibit children under 18 camping unless accompanied by an adult. He recommended that they move the port-a-potty to the outside of the chain and have the employee put up more chain on each side. Herb and Bill agreed that the chain should be extended to keep people out.

Joe G. asked if Herb could check the campground occasionally for incidents or if the campground is unlocked and he asked Joe O. to try to find an incident form that the RCD could use to create their own forms.

Bill motioned to hold a closed meeting next week after the regularly scheduled meeting on June 3rd to discuss real estate. Joe O. seconded the motion. Motion passed unanimously by roll-call vote. [05-25-04-03]

IX. Adjourned: Herb motioned to adjourn the May 25th meeting. Joe O. seconded the motion. Motion approved unanimously by roll-call vote. Meeting adjourned at 9:26PM.[05-25-04-04]

Next Scheduled Meeting: June 3rd, 7:00PM

May 25th Motion List:

1. Joe O. motioned to accept Wendler Engineering's inspection evaluation for \$700 and the contract specification for \$300, not to exceed \$1,000. Bill seconded the motion. Motion approved with three ayes and Herb opposed. [05-25-04-01]
2. Joe O. motioned to accept the budget with the following changes: Remove the \$25,000 that is budgeted in the *Dredging* line item under *Lake Preservation* and use it to increase *Land Acquisition and Construction* from \$23,000 to \$33,000, increase *Land & Building: Repairs and Updates* from \$39,000 to 50,000, and increase *Lake Preservation* from \$18,951 to \$22,951. The entire budget is for \$206,901.64. Bill seconded the motion. Motion passed unanimously by roll-call vote [05-25-04-02]
3. Bill motioned to hold a closed meeting next week after the regularly scheduled meeting on June 3rd to discuss real estate. Joe O. seconded the motion. Motion passed unanimously by roll-call vote. [05-25-04-03]
4. Herb motioned to adjourn the May 25th meeting. Joe O. seconded the motion. Motion approved unanimously by roll-call vote. Meeting adjourned at 9:26PM. [05-25-04-04]