

Wildwood Acres Association, Inc.
 May 20, 2017: Minutes to the BOD Monthly Meeting

[Based on Section II, Page 4, BOD Handbook: “Suggested order of business meeting for Wildwood Acres BOD”]

10:00 am: Jeff Allen, President, CALLED MEETING TO ORDER

I. Note Board Members Present/Absent

Member	Present	Absent	
President: Jeff Allen	x		
Vice President/Treasurer: Judy Lang	x		
Jerry Lafrenz, Vice President	x		
David Basset	x		
Amber Gassman	x		
Robert Davis	x		
Don Saeugling	x		

II. WELCOME: 10 members present.

III. REVIEW: Previous meeting minutes
 Motion by Jerry to approve; Don 2nd – All in favor approved

IV. COMMITTEE REPORTS: [listed in the order as they appear in BOD Handbook]

Architectural Review	Current Chair: Tom Orr	Quiet
Buildings & Grounds & Roads Purpose: To oversee the overall integrity, maintenance, safety and appearance of the roads (paved and unpaved), buildings (clubhouse, Act I, Act II), tennis courts, pool, bridges and culverts).	Current Chair(s): Jerry Lafrenz	Buildings and Grounds: Roads Jerry Reported: -Concrete Bridge by Act 1: Tom Yarolem took a look at this and offered his solution for a <u>permanent fix</u> , which is <u>removal and replacement</u> , 5’ culvert, other improvements will funnel the water away from the culvert ---estimating the cost to be around \$12,000.00 Board discussed each of the 3 bids received. Jeff made motion to have Tom complete this project not to exceed \$14,000.00 Jerry 2 nd All in favor – approved. <i>(See Mark Lang report page 3, NRCS – possible funding help)</i> Tom Yarolem has continued with repair and maintenance with the roads. Roads seem to be holding up well. Millings will be placed on two approved roads as soon as it becomes dry enough to do so. Mark Lang Report (See page 3 and 4)
Campground Purpose: To make recommendations to the Board regarding the operation, maintenance, and improvement of the campground areas.	Current Chair: David Basset	

Social Purpose: To plan and organize social activities appropriate for members of Wildwood Acres	Current Chair:	Weekend prior to July 4 will be the next social event.
Wildlife and Habitat Purpose: To make recommendations to the BOD concerning management of the lake, the protection and development of wildlife and habitat, and the maintenance and improvement of the environment at Wildwood Acres.	Current Chair: Paul Davis	Need to have signage placed on fishing limits by the lake. Judy will message Paul and have him provide a list. Include in the message to have Paul go ahead for a fish stock
Farmland and Land Use Committee Purpose: To make recommendations to the BOD regarding the use or disposition of all, a part of, or none of Wildwood Acres Addition 9 (known as the farm). <i>Create a solid marketing plan to promote growth at Wildwood Acres.</i>	Chairs: BOD	There has been increased interest in lots for building
Finance Purpose: To be the financial oversight of the association. To serve as watch dog and advisor to the board and membership.	Chairs: BOD	
Policy/Review Purpose: To make recommendations to the board concerning Wildwood policy. To make sure all documents and forms are updated and reviewed regularly ensuring BOD and all members are 'on the same page'.	Chairs: BOD	Quiet

OTHER ITEMS

Treasurer's Report and Bills to be Paid	Judy Lang	Detailed reports Motion to approve by Jerry 2 nd by David – All in favor- passed. <i>(Copies are available for members to view in clubhouse and are available via email by request)</i>
Delinquent Accounts	Judy Lang	
Newsletter		Complete by June 1: Include those who are running for the board. Maps of grass roads and standards of conduct.
Old Business [Most items included in reports above. Further discussion to happen at this time]		Wi-Fi: Shad is making progress. Bernard-Tel has been contacted
New Business		Pool – Memorial Weekend -- weather permitting? Tri-State has been very responsive to Wildwood Pool needs. We need a pool light and we will visit with Tri-State about replacing the light.
Special Matters: Thank You to:		(Included in Mark Lang's report)
Public Forum MEMBERS – THIS IS YOUR OPPORTUNITY TO EXPRESS YOUR VIEWS		Concerns expressed over trespassers and on-going ATV concern (children and adult driving behaviors).
Next Meeting Date		June 24, 2017 10:00 a.m.
Adjournment		Don made motion to adjourn; David 2 nd All in favor – approved.
Respectfully Submitted by Gayle Hartwig, Administrative Assistant to Wildwood Acres BOD		MEETING MINUTES ARE AVAILBLE FOR MEMBERS TO READ IN THE CLUBHOUSE AND ON OUR WEBSITE!

May 20, 2017 – Minutes to the Meeting --- The Following Report was given by and submitted by Mark Lang

Acknowledgements and Updates:

- Thanks to Bob Davis for extensive trimming around the boat storage area near the dock.
- Contact Paul Davis to make sure we have fish limits, specifically bass limits, posted at the lake.

Wildwood Tractor:

- Mark Lang replaced the tractor battery
- Brian and Caleb Williams donated their time, tools and effort and installed parts, changed oil and filters, greased and tuned up our tractor. They have also been quite helpful with other Wildwood Projects such as water testing, pool chlorination, etc.
 - o Expression of gratitude to Brian William's family for their service to country and for all they do for WW. Brian is a member of the Combat Veterans Motorcycle Association, a fund-raising organization on behalf of military, police, and firefighters.
 - o Mark Lang motioned to donate \$200.00 to this non-profit organization on behalf of combat veteran, Brian Williams, as a token of appreciation from Wildwood Acres. 2nd by Jerry. All in Favor – Approved

Fire Extinguishers:

- Mark asked for board approval to purchase 3 fire extinguishers, 2 mounted in the shop and 1 on the tractor.
- Jerry Lafrenz will investigate the necessary size, mounts, and in addition, purchase extinguishers for the laundry room in the Act 1 building as well as available in the Act 2 area.

Annual public water survey was on May 4, 2017.

- DNR representative Sue Ellen Hosch conducted the survey. She was pleased with the chlorination distribution pumps and piping, as well as the daily test results and recordkeeping. She also reviewed our start-up procedures and third party monthly and semi-annual lab reports. Wildwood was verbally commended for their continuing efforts in maintaining a safe water system. Survey official report is forthcoming. The next survey/audit will be more detailed per DNR guidelines.

Roads:

- Loads of rock delivered and spread: Hummingbird Lane, Ski Lodge hill, Act 2 area by burn ditch, Cardinal Hill, Hill, Eagle Rock and both sides of concrete crossing.
- -All roads on the main loop and Lake Road have been repeatedly and extensively graded.
- The dock area was graded, rock pulled out of the grass areas from snow plowing by the fire hose connection and pot holes were filled.
- Mark has been working to break down the shoulders on all roads where excess rock has been pushed out – working to get it back to the crown of the road. This is an on-going process.
- Mark asked the board for up to 6 more loads of rock (loads are based on Tom Yarolem's trailer- Tom will pick up and spread) Rock will be for Act I area, in front of the pavilion; on the road entering and exiting Act 1; on the hill west of the Act 2 chlorination building; and north of the Act 2 shower house; in front of the shop and NW entrance.
 - o Jeff moved to approve 6 loads of rock to be placed on the afore-mentioned locations, Bob 2nd; All in favor -- Approved.

**** Concrete Crossing:**

- Mark has been in contact with the office of the Jones County NRCS (Natural Resources Conservation Service) for analysis and possible funding. On Monday the 22nd, Mark will be in phone conversation with an agent and keep the board informed on their input and recommendations.

Act 1: General:

- Flag pole near the pavilion was plumbed and new flag installed.
- Washer and dryer are up and running in the pavilion.
 - o Thank you to Jeff Allen, David Bassett, Bob Bauer and Jim Gassman for providing the truck, trailer and muscle for moving the washing machine from the clubhouse to Act 1.

Act 2: General:

- There will be a meeting with a tree service from Dubuque (thank you Amber Gassman for lining this up) after this board meeting.
- Mark asked for board members to accompany the tree service contractor to review possible tree trimming/removal of the trees of concern.
- Sewer project: Mark is in email communication with Kraus Plumbing. The response from Kraus Plumbing is that they are looking to have the Act 2 project completed in Aug/Sept.

Electrical updates:

- Clubhouse:
 - o New flagpole LED light, switch and GFCI were installed on a "garden pedestal". Identifier added at load center.
- Act 1:
 - o Aerial power drop to security light (laying on the pavilion roof) was eliminated and the security light is now being fed underground from the new load center in the Act I chlorination building. A convenience maintenance switch and a new GFCI receptacle were added on the pole. A fluorescent light fixture was replaced in the women's restroom.
- Act 2:
 - o 3 GFCI receptacles were replaced and the security light was repaired at the cross roads on the bottom of Cardinal Hill. New LED motion activated light fixture installed on the Act 2 shower house.
- Other:
 - o 3 new camper pedestals were added and energized, west of the chlorination building and 1 aerial power drop was eliminated.
 - o Mark asked to have written notice sent to these 3 campers indicating their old services (still energized) will be de-energized and it is their responsibility to make arrangements to convert any auxiliary power supplies from the old service, to the new source. This will need to be done by a qualified electrical contractor. Stickley is recommended, as he is familiar with Wildwood and is our preferred contractor. The changeover of auxiliary appurtenances expense will be the responsibility of the camper, not Wildwood.
- A new junction/termination electrical box was installed east of the chlorination building in preparation for upgrades, current and future.
- Mark is looking for a contractor to dig across the road for the installation of interducts (3 conduits) from the chlorination building pole, to the transformer on the east side of the road. This will eliminate another aerial power drop, provide 400 amps of service to the south end of Act II camper ground, including the well, chlorination building, Act 2 shower house, and future power upgrades.
 - o Board suggested that this is something that Tom Yarolem can accomplish while he has the larger equipment lined up for other projects. Mark will ask Tom if this is possible.

Projects that need to be addressed:

- Clubhouse deck, railings and outside stairs railings need to be painted or stained sealed.
- Act 1 bathrooms need painting.
- All gutters and downspouts need to be cleaned and runners need to be extended, where necessary to divert water away from buildings.
- Mike Mastain has been working on installing the 911 signs and will continue to do so.
- Mike Mastain asked if there is an outside faucet at Act 1 pavilion? There is not. There are hose connections in both men's and women's bathrooms, and in the laundry room, hot and cold. Mark asked if the board wanted an outside faucet and if so, he could install.

Thank you, Mark Lang, for your excellent work! BOD