

Scott Lake Maintenance Co.
Board of Trustees Minutes
Minutes of June 18, 2020

Due to the COVID-19 health emergency and the Governor's Proclamations regarding gatherings, this meeting was held remotely in three segments using Zoom. Due to the forty-minute time restriction, the agenda items were addressed in a different order.

Board Members Present: Ruth Elder, Suzanne Fromme, Allison Glidden, Cathy Hirschhorn, Darrell Hirschhorn, Tracy Miller, Dave Peeler, and Ben Snyder.

Board Members Excused: Joyce North.

Staff Member Present: None.

Residents and Guests in attendance: Kelly Braun, Janis Snyder, and Betty Weiss.

Call to order 7:00 pm.

Changes to the Agenda: Maintenance Position Hiring, SLMC Credit Card Renewal, Updated Water Rules Draft, and Bank Account Authorized Signature Change were deferred to the next meeting. Additional Park Dumpsters for the Fourth of July was added under New Business.

Board meeting minutes reviewed from May 21, 2020.

Motion to approve Dave Peeler. Second Cathy Hirschhorn. Motion carried.

Financial month end reports for May. Motion to approve Cathy Hirschhorn, Second Ruth Elder, Motion carried.

Correspondence/Information Sharing: Suzanne Fromme reported that an anonymous photo with a comment about the potential liability of the footpath over the creek was dropped off at the office. She requested a volunteer from the board to evaluate the situation. Daryl Hirschhorn stated that the trees creating the problems are not on Scott Lake Maintenance Company property. He suggested that the entire footpath would need to be raised. Suzanne Fromme will investigate and report back to the Board next month.

Guest Comments:

- Kelly Braun reported that KCL installed a sample station on 114th Way near the Community Center. She reported that the grass is getting high around it. Cathy Hirschhorn volunteered to trim the grass.

New Business:

- Interim Board Appointment with Daryl Hirschhorn
Suzanne Fromme announced that Daryl Hirschhorn has agreed to serve in the vacant board position on an interim basis. Daryl Hirschhorn stated that he would like to be involved and to assist with things for a few months, but indicated that he does not intend to serve the entire term. Motion to appoint Daryl Hirschhorn to the Board of Trustees by Dave Peeler. Second Ruth Elder. Motion carried.
- Annual meeting cancellation and Rescheduling Announcement to the Community
Suzanne Fromme reminded the Board that the May 9 annual meeting was cancelled and rescheduled for June 20. The Board members discussed announcing the rescheduled annual meeting on the website, Facebook, and the reader board. Motion to cancel the Annual Meeting that was rescheduled for June 20 and to reschedule it for a future date to be determined Dave Peeler. Second Cathy Hirschhorn. Motion carried.
- Pay per hour request from Tom Culleton
Suzanne Fromme discussed the request that was received from Tom Culleton. The Board members discussed the proposal. Motion to pay Tom Culleton back pay of 12 hours per week at \$25 per hour from June 1 through 20 and to request Tom Culleton to track his hours from June 21 onward by Ruth Elder. Second Cathy Hirschhorn. Allison Glidden will draft a contract.
- Park Bathrooms and Additional Honey Bucket in the Park
Daryl Hirschhorn recommended that the park bathrooms remain closed for the summer and that two additional honey buckets be added prior to the July 4 holiday and remain in place all summer. Allison Glidden stated that the honey buckets need to be stocked with hand sanitizer. Motion to keep the bathrooms closed for the summer and to add two extra honey buckets with hand sanitizer by Ben Snyder. Second Tracy Miller. Motion carried.
- Additional Park Dumpsters for the Fourth of July.
Motion by Daryl Hirschhorn to order four extra dumpsters for the park for the Fourth of July. Second Ben Snyder. Motion carried.
- Trash Pick Up
Suzanne Fromme reported that she and her husband Mark picked up the trash. Cathy Hirschhorn reported that she has spoken to Ed Pester, who reported that he emptied eight cans of trash including the community center and the dog park trash bin. Suzanne Fromme reiterated her concerns about a volunteer policy, which is pending legal review. Suzanne Fromme stated that the receptacle in the dog park on Champion hill is not checked and emptied weekly. Motion to pay Ed Pester \$200 per month on a contract basis unless or until a new maintenance person is hired. Second Ruth Elder. Motion carried with one opposed. Dave Peeler will draft a contract to share with the Board.
- Fireworks and Docks
Ben Snyder stated that he and his wife Janis plan to be at the park and to help keep folks off of the docks. Ben Snyder stated that Dave Tracy was going to obtain chains and locks to block off the docks. Allison Glidden suggested that the Board should be issuing a statement regarding COVID-19 issues and crowds.

Cathy Hirschkorn stated that if fireworks are not permitted at the park, then the fireworks will move to streets in the neighborhood. Allison Glidden stated that the Board should consider the liability. Dave Peeler and Ben Snyder agreed to take the lead in drafting a statement to the community.

- **Executive Secretary Recruitment**
Suzanne Fromme reported that more than 50 applications were received. She stated that the committee reduced this to 13, and then down to five candidates to interview. She reported that four of the final candidates interviewed while one had accepted another position. She reported that the top two candidates have been selected and will be invited to participate in a meet and greet with interested Board members. Suzanne Fromme will make the arrangements and contact the Board members.
- **SLMC Website Domain Annual Renewal**
Ben Snyder announced that the website domain is up for renewal. He reported that the cost is \$15 for two years. Motion to renew the website domain for two years by Daryl Hirschkorn. Second Tracy Miller. Motion carried.
- **SLMC Community Center/Park Shelter Closed in July**
Suzanne Fromme shared concerns about restrictions on gatherings. Motion to close the Community Center to rentals and clubs for the month of July 2020 by Daryl Hirschkorn. Second Ben Snyder. Motion carried.

Old Business:

- **NWS Meeting Review – Water System Improvement Planning- On hold.**
Suzanne Fromme reported that this meeting is still on hold.
- **Adoption of Annual Budget**
Dave Peeler reported that he found one error and added a total. Motion that the Board adopt the budget as revised as a provisional budget by Dave Peeler. Second Daryl Hirschkorn. Motion carried.
- **4 Way Valve Cluster Scotlac and Scott Creek Drive**
Dave Peeler reported that he has been working with Tom Culleton and KCL on this project. Ruth Elder stated that the Board needs to order and purchase additional signs for the water projects from the UPS store. Motion to purchase additional signs for water projects by Dave Peeler. Second Allison Glidden. Motion carried. Ruth Elder will contact the UPS store.
- **Chlorine Pump Repairs During Valve Cluster Replacement**
Suzanne Fromme reported that the chlorine reading was off and that the pump will be replaced during the 4 way valve project.
- **Expired 30-month CD**
Dave Peeler reported that the CD has been automatically rolled over and it is too late for the Board to take action.
- **Change of Locks Community Center**
Ben Snyder reported that he needs to get quotes for the doors and locks and will report back to the Board at the next meeting.

Committee Reports:

The continued meeting ended prior to the discussion of Committee Reports.

Adjourn: The meeting adjourned at 9:21 PM.