



EAGLE BEND YACHT HARBOR
& BOAT SLIP OWNERS ASSOCIATION
EAGLE BEND YACHT HARBOR BOARD MEETING

Monday, May 9th, 2011 at 2:00 PM
JES Management Conference Room – 857 Grand Avenue

- I. **Call Meeting to Order and Establish a Quorum** – A quorum was established and the meeting was called to order at 1:59 PM. Board Members in attendance were President, Bernie Slogotski, Vice-President, Bob Livesay, Secretary/Treasurer, Ken Taylor and Board Members, Roy Hollandsworth, Bob Smith, Lane Ross and Tom Steffes. Jessica Glazier, Sharla Browning and Cole Browning from JES Management were also present.
- II. **Review & Approve Agenda Items** – Bernie requested adding a legislative update from Roy Hollandsworth regarding aquatic weeds and zebra mussels under the Weed Abatement Committee section. Upon motion and second the Board unanimously approved the agenda with the addition requested by Bernie Slogotski.
- III. **Approve Minutes from November 8th, 2010 Board Meeting** – Upon motion and second the minutes were unanimously approved as written.
- IV. **Treasurer's Report** – Sharla Browning presented the Treasurer's Report. The Association's total account balances were broken down as follows: Operating Checking - \$2,000.00; Operating Savings - \$36,666.40; Capital Reserve Savings - \$90,121.47; Property Tax Savings - \$21,654.96. Bernie reminded the Board that a mid-year review of the budget to actual to projected budget to year end would be provided at the next Board Meeting.
- V. **Manager's Report** – JES Management presented the Manager's Report.
 - a. **Credit Card Processing** – Jessica Glazier explained that recently JES Management reviewed credit card processing fees for all of the Associations. In doing so, JES Management found that the fees related to accepting credit cards were far greater than the advantages and the service was discontinued for all Associations. Jessica explained that 12 slip owners were currently using credit cards to pay their Association Dues. Upon motion and second the Board unanimously agreed to discontinue credit card processing for Association Dues and to continue credit card processing for the gas shack only. The Board agreed that this item would be added to the Annual Meeting agenda and announced in the spring newsletter.
 - b. **Maintenance Issues**
 - i. **Repairs to Dam Plates** – The river level did not drop low enough to perform the repairs to the dam plates as planned. However, the river did drop enough to adjust the chains so that there is equal pressure on the plates when flipping them from one side of the dam.
 - ii. **Boat Launch Grating** – The Board reviewed three proposals to complete the boat launch grating. Currier's Welding was not able to honor the price they proposed last year because of the changing cost of steel. The Board agreed not to award the bid to Currier's Welding. Tom Steffes indicated that he knows a company who will do the work for \$932.00. The Board discussed the necessity of completing the grating and agreed that it is necessary. Upon motion and second the Board approved up to \$975.00 to complete the grating and instructed Cole to award the bid to the vendor of his choosing.

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- iii. **Boat Launch Ramp** – The Board discussed trying to install a ramp of some kind at the end of the boat launch where the steel plates end because there is a significant drop. Tom Steffes indicated that he has a material that will work for this.
- c. **DEQ Violations & Corrective Action Plan Update** – As of March, EBYH is in full compliance with leak detection testing. Adequate corrosion protection must be installed on the metal piping by March 1st, 2013. This item will be added to the next agenda.
- d. **Future DEQ Requirements** – In 2013, the DEQ will require expensive additional testing for any facility using interstitial fuel monitoring. The Board reviewed a proposal from Northwest Fuel Systems to install electronic line leak detectors. The electronic system would avoid the need for additional DEQ testing. Tom Steffes recommended obtaining proposals from companies in Spokane and Missoula. This item was tabled pending further research by JES Management and the Maintenance Committee. Bernie also noted that the 2011 budget would not allow for this expense.
- e. **Review & Approve Spring Newsletter** – Lane requested that an article be added about the debris that will be in the river because of runoff. Lane also requested that the annual meeting be added to the social calendar. Page 4 describing the nomination process will need to be amended based on the nomination procedure approved under Item XVI. The Board unanimously approved the newsletter pending the requested changes and requested that the newsletter be sent out by Friday, May 13th, 2011.
- f. **Glacier Bank Foreclosure Notice** – Sharla explained that due to a mistake made by Alliance Title, three boat slips were inadvertently listed in a foreclosure action by Glacier Bank. JES Management notified the three slip owners and two of them acknowledged ownership of their slips and have taken action to rectify the situation. Bernie indicated that he met with Glacier Bank on a another subject and they were apologetic for this situation.
 - i. **Slip A4 Ownership** – Sharla explained that when the slip owner of A4 was notified of this situation he indicated that he actually never bought the slip. He indicated there was confusion with he and his wife and they have been acting as owners by mistake. He instructed JES Management to let Glacier Bank foreclose on the slip because he does not own it. This slip will be transferred into the legal owner's name for the HOA records.

COMMITTEE REPORTS

- VI. **Maintenance Committee (Bob Livesay & Lane Ross)** – Bob Livesay reviewed the maintenance procedure that was put into place at the November Board Meeting and wanted to ensure that the Board was still supportive of this process. Bob Livesay suggested that the Board establish a Board approved action plan for pumping water over the dam into the marina. The Board unanimously agreed that Cole Browning pump water at his discretion to maintain the marina water level and not allow the level to drop below six inches of the white pipe.
- VII. **Clubhouse Rental Policy Committee (Bob Livesay)** – Bob Livesay presented a proposed clubhouse rental policy at the November 8th, 2010 Board Meeting which was tabled for further discussion. Bob gave a summary of the proposed policy. Bob Livesay

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clarified that the rental fee is \$100.00 per hour. Upon motion and second the clubhouse rental policy was unanimously approved (appendix 1). The policy subject to period review will be effective immediately and an explanation of the new policy will be added to the Annual Meeting agenda.

- VIII. Weed Abatement Committee (Bob Smith & Lane Ross)** – Roy Hollandsworth presented a legislative update on aquatic weeds. Roy stated that the Department of Agriculture and Fish Wildlife & Parks have money available to set up check stations and wash bay areas. Roy indicated that the Board may consider sending Cole Browning for training in order to set up a check station at the boat launch. Lane commented that more potent chemicals may be allowed for treatment soon and the 2011 weed abatement for the marina should be discussed again sometime after the Annual Meeting. Lane indicated that JES Management should clean the weeds around the slips. There was discussion about the benefits of pond liners. Lane indicated that JES Management should obtain bids for pond liners for the boat slips. Lane will research pond liners for his boat slips.
- IX. Management Advisory Committee (Bernie Slogotski & Ken Taylor)** – There were no items to report.

OLD BUSINESS

- X. Website Information Availability** – This item was tabled.

NEW BUSINESS

- XI. Marina Water Level** – This item was discussed under item VI.
- XII. Runoff Debris** – Lane Ross indicated that there will be a lot of debris due to heavy runoff and the Board should consider constructing a barrier at the entrance to the river. Lane will look into the materials to construct the barrier and suggested that Cole should be aware of the debris.
- XIII. Harbor Village Request** – Jessica indicated that the Harbor Village Board requested that the Eagle Bend Yacht Harbor Board prolong lowering the dam as long as possible to prevent any flooding of Harbor Village. The Board agreed that they will take this request under advisement and do their very best to accommodate the wishes and needs of Harbor Village homeowners.
- XIV. E-mail Voting** – Bob Smith stated that each Board Member should ‘reply to all’ when voting so that the rest of the Board can see their response. Bob also stated that any item voted on via e-mail should be added to the next agenda so that the vote is recorded in the minutes.
- XV. Review & Approve Proposals**
a. Janitorial – Upon motion and second the Board unanimously approved the proposal from Step Safer.

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- b. Pest Control** – The Board reviewed a proposal from Bug Hunters for pest control on the docks. JES Management proposed managing the pest control for the buildings in order to save the Association money. Lane indicated that JES Management should be handling all of the pest control since they are already paid for property management services. Jessica Glazier indicated that JES Management is not willing to assume the liability associated with spraying over the water but would be happy to handle the pest control for the buildings. Bob Livesay suggested that a flyer be sent listing certified pest control vendors for slip owners to contact for pest control management on their personal boats. Upon motion and second the Board unanimously approved the proposal from Bug Hunters.
- c. Landscape & Irrigation Maintenance** – Total Lawn Care was previously awarded this bid via e-mail vote. Upon motion and second the Board unanimously approved the proposal from Total Lawn Care. Lane Ross commented that the landscape and irrigation maintenance should be performed by the Management Company next year.
- d. Life Rings & Cabinets** – This item was tabled.
- XVI. Nomination/Election Process** – President, Bernie Slogotski suggested that the Board approve a more formalized nomination process. Bernie indicated that it has become a point of confusion to allow absentee ballots and nominations from the floor at the Annual Meeting. This way, those who cast their absentee ballots do not have an equal opportunity to vote on all of the nominees. Upon motion and second the Board unanimously approved the following nominations procedure:
- “Nominations must be submitted by a specified date in order for the nominees name to appear on the ballot. Any nominations submitted after the specified date may be submitted by writing the nominees name on a ballot. Nominations from the floor will not be accepted. Absentee ballots sent in prior to the meeting must be received by the Friday before the Annual Meeting or delivered on the Saturday of the Annual Meeting. Names and slip numbers will be listed on each ballot.*
- The Board agreed on the following deadlines for the 2011 nominations: the newsletter shall set out the nomination process and shall be mailed by May 13th; the newsletter shall list May 27th as the deadline for nominations; the Annual Meeting mailer shall be mailed on or before June 1st.
- XVII. Voting Process** – At the 2010 Annual Meeting, it was requested that a more formalized and confidential voting process than that used in the past should be considered and implemented. JES Management researched several online voting websites, however at this time all slip owners are not accessible via internet. Lane Ross expressed concern that the Board has approved to pay someone to count ballots. Lane indicated that this motion stems from the membership questioning integrity and the Board needs to fix the problem. In response to that request the Board unanimously approved the following election process for 2011, to be reviewed annually:

“JES Management will prepare the annual meeting package including ballots, proxies and biographies related to the election and Annual Meeting. JES Management will deliver this package, addressed and stamped to each slip owner, to Chrysler and Gordon CPAs to check

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off the proposed mailing against the owners list and Chrysler & Gordon will verify the mailing of the package to each slip owner. Each package will contain return envelopes addressed to Chrysler & Gordon for use by slip owners. Chrysler & Gordon will receive the returned ballots and hold them unopened until 24 hours prior to the Annual Meeting. Chrysler & Gordon will attend the Annual Meeting to report their count and tabulate and aggregate any additional ballots delivered or received at the annual meeting. Should any ballots be returned to the JES Management offices, such ballots will be unopened and immediately delivered by JES Management to Chrysler & Gordon."

XVIII. Set Next Board Meeting Date – The next Board Meeting shall be held immediately following the annual meeting.

XIX. Adjourn – There being no further business the meeting was adjourned at 4:40 PM.

Submitted by:

Accepted by:

Sharla Browning
Property Manager
JES Management

Ken Taylor
Secretary/Treasurer
EBYHBSOA Board