Approved via email

Harbour Village Resort Board of Directors
Meeting Minutes
Egg Harbor Town Hall
January 25, 2020

Call to Order:
President Derek Bell called the meeting to order at 9:00 a.m.

Present: President Derek Bell, Vice-President Jason Haines, Secretary Paulette Kussow, Treasurer Sue Vandermeuse, Member Barrett Stueck, Member John Niedbalski, Member Paul Bort, Member Brian Wallace, Member Mary Pekarske-Siers, General Manager Anne Fiorello

Opening Comments: Derek B.

- This meeting will be recorded for transcribing purposes.
- During the meeting, please do not interrupt the Board's discussion by making comments without being recognized.
- Are there any items on the agenda that any Board member feels they should be removed from the discussion based on a conflict of interest?

Pledge of Allegiance

Open Session: No members present.

Consent Agenda:

- Announce approval of December 7, 2019, Board meeting minutes via email.
- Manager's Report: January 25, 2020
- Financial Report: December 2019
    - Accountant Asher has not updated all of the information for December yet.
    - Treasurer, Sue V., had some questions on the December financials.
        - Year to Date Income numbers.
        - Capital Improvement numbers.
        - Operating Account. Should some money be transferred to Reserve Account?
    - Remove December 2019 Financial Report from the Consent Agenda. Present at the March meeting for approval when the numbers have been updated.
    - Mentioned how many campgrounds have bars. No liquor licenses available in Door County.
- ***Motion made by Jason H. and seconded by Mary P.S. to approve the Consent Agenda with the removal of the December financials.*** **Motion carried unanimously.**

OLD BUSINESS

- **Phone Service Update**
    - The new "cloud" phones have been delivered to Camera Corner.
    - Camera Corner will come on Wednesday to install the new phones.

- Quantum PC is doing the wiring.
- Labor cost will be a little less than anticipated.
- The cloud phones will have an AP so messages can be accessed anywhere and calls can be transferred.
- Voice mail messages will be much clearer on the new phones.
- Will get 2 free months of service.
- The 2 analog phones at the pools will be kept for now.

- **Chart of Accounts**
  - Brian W. will work with Anne and Gesika in February on the Chart of Accounts to make the Chart more concise.

NEW BUSINESS

- **Central Bath Well**
  - Central bath water tank is leaking.
  - Need a plan on how to proceed.
  - Suggested to convert to a continuous pump system.
    - Could then get rid of the reserve water tank.
  - Need to talk to professionals to see what the best plan would be and to get cost figures.
    - Cost would probably be $20,000 to $25,000 which would include upgrading the piping.
  - ***Something needs to be done before the opening of the park this year.***

- **Projects – Progress:**
  - **Pool Pumps**
    - Carrico's bid is about $30,000 for all pool pumps.
    - Need new motors for everything – state required.
    - Slide pumps
      - No indication on the present slide pumps as to how large they are.
      - Ray Nowak (condo owner and architect who offered his services at a previous meeting) has been helping Anne because he has worked with businesses that have installed commercial pools.
    - Carrico may have information on the slide pumps.
    - Dave Lynch and Ray Nowak are working together on the pump issue.
  - **Store Siding**
    - Have to purchase materials to complete project.
  - **Horse Barn**
    - Side walls are up.
    - Ceiling is done.
  - **Pool Tile Work**
    - Splash's bid is $10,000 to $15,000.
    - Discussion on doing the project in steps.
      - ***Board consensus that all the tile work be done at once.***

        - Have tried to repair tiles in the past and it didn't work well.
        - If weather permits and there is enough time in the spring, we can have Splash do all the tile work at one time.
    - Another business to check for a bid: KS Pool Tech.
    - Anne should ask Ray Nowak if he knows of anyone that does pool tile work.
    - Question as to why it has been so difficult to get bids to do the tile work:
        - Hard to work with the epoxy that is used on the tiles.
        - The tile job is too big for some businesses to handle.

    - **Projects to get scheduled for completion *before* Memorial Day weekend:**
        - **Pool pumps**
        - **Central bath water tank issue**
        - **Tile the pools**
    - ***If necessary, Anne should email the Board for bid approval on these projects.***

- **Other Issues**
    - **Inflatables for the Oasis**
        - Will see what is available at WACO show in March.
        - Will talk with other campgrounds to see how they anchor their inflatables.
        - Discussion:
            - Anchoring the inflatables.
            - Bigger inflatables may be more stable.
            - Monitoring the Oasis, Jump Shot, and Bouncing Pillow better.
                - Install cameras to oversee what is happening..
                - Signage to inform people that the area is monitored and those who abuse the amenities will be removed.
                - The employee in the pavilion needs to be more aware of what is going on in the Oasis.
    - **Geese at the Oasis**
        - Anne has discussed the problem of geese around and in the Oasis with someone in Egg Harbor who knows someone in the DNR.
            - They talk mostly about "hazing" – Chase the geese away before they settle in the spring.
            - Strobe light on an inner tube – annoy and scare geese away.
        - ***We know that there has to be a plan in place before the geese nest in the spring.***
    - **Coyotes in the park**
        - Problem and options discussed.
            - Trap or shoot them.
        - ***Anne will be looking into this issue further.***

- **Seasonal Waiting List Policy**
  - Paulette K. emailed a DRAFT to the Board in December.
  - Proposed ***Seasonal Waiting List Policy***:
    - *UDI members have priority over public for seasonal sites.*
    - *UDI seasonals get a discount on the seasonal rate.*
    - *UDI seasonals have owner rights in the park that public seasonals do not have.*
    - *Any present seasonal that chooses to move to a different site will have priority over a new public camper who wants a seasonal site.*
    - *If a public seasonal purchases a UDI, they can keep their seasonal site because they are becoming a member of Harbour Village.*
    - *UDI seasonals will not be allowed to transfer their seasonal site with the sale of their camper.*
    - *Public seasonals will not be allowed to transfer their seasonal site with the sale of their camper.*
  - Board discussed with Anne whether this policy covers what is needed.
  - ***Motion made by Sue V. and seconded by Jason H. to approve the Seasonal Waiting List Policy as presented.*** **Motion carried unanimously.**
  - One seasonal site left to fill. Should be no problem filling it.
  - Anne is working on updating the seasonal waiting list. Want to know that all the people on the list are still interested in a seasonal site.

- **Other Information**
  - **Bands are booked for the year:**
    - **Memorial Weekend – "Glass Hammer"** (Popular in Door County and Green Bay – rock band)
    - **4th of July – "Petty Cash"** (Cover band for Tom Petty and Johnny Cash)
    - **Labor Day Weekend – "Frank Maloney and His Big Country Unit"**
  - **Quietwoods South Campground sold to KOA**
    - They may not be having their Haunted Mansion anymore.
    - Anne is checking to see if the Haunted Mansion could be moved to Harbour Village or possibly get some of the items used for the Mansion if it is no longer being offered anywhere.
  - **Park Models**
    - Original plan was to have 8 park models.
    - Need to complete projects and deal with some issues before adding another park model site.
  - **Carrico**
    - Pool chemical prices are going up.
  - **Waste Management**
    - Septic service prices are going up.
  - **Pavilion Garage Doors**
    - Anne has a bid of $3500 to $3600 to replace the 4 garage doors that face the Oasis. ($700 to $900 each)

        - Discussion on replacing the last 3 doors as well so all the doors are replaced and will look the same.
        - ***Board consensus that all 7 garage doors that are left to be replaced on the pavilion should all be done.***
    - **Ping Pong Tables**
        - Anne is looking at getting ping pong tables in the pavilion
    - **Fenced Area for Dogs to Run**
        - There have been requests to have a fenced area for dogs in the park.
        - Fencing is expensive.
        - ***Anne was asked to find out the liability associated with having a fenced area for dogs.***

- **<u>Green Bay RV Show</u>**
    - Anne was reminded to have a write-up after the show with details of what occurred at the show.
    - Noted that some RV dealers were not at the show.
    - Much smaller area for displays at the Resch Center.
    - Attendance at the RV Show seems to be down so far.
    - Discussion on updating Harbour Village's booth for the show:
        - Need better information on the location of Harbour Village.
            - Mention Carlsville, Door County Winery, Door County Coffee, etc.
            - Use a drone to get new overhead video of the park.
            - Update photos used in the display.
            - Promote all the park amenities.

- **<u>Disc Golf Discussion</u>**
    - Need better signs on the course and how to get to the Disc Golf Course.
    - Put bright flags on the "baskets" so they are easier to see.
    - There is a map of the Disc Golf Course.
    - There are "discs" in the store but Anne said we could use some new ones.
    - Course may need to be brush cut and cleaned up.
    - First hole starts by the Theater but there are no signs.
    - **Barrett S. offered to organize a Disc Golf Tournament this year.**

- **<u>Mail Delivered to Harbour Village for Owners</u>**
    - **Note from Anne:**
        - **There has been a problem with people NOT picking up their mail in the store.**
        - **Mail is NOT delivered to your site.**
        - ***Any mail NOT picked up by noon on Sunday will be returned to the Post Office to be returned to sender.***

Motion was made by Jason H. and seconded by Sue V. to adjourn the Open Session. Meeting adjourned at 10:20 a.m.

Approved via email

Paulette Kussow, HV Board Secretary

Board moved to Executive Session

Next Meeting:
March 21, 2020 – Egg Harbor Town Hall – 9 a.m.

No February Board meeting

2020 Board Meetings **(All meetings at Egg Harbor Town Hall unless noted otherwise.)**

April 11
May 16
June 13 – At Door County Coffee (limited seating)
July 18
August 15 – Annual Meeting in pavilion
September 19 – Budget Review
October 10 – Budget Feedback
November 7 – Budget Work
November 14 – Finalize Budget
(cancel if Budget completed)
December 5 – Publish Budget