

**Apple Canyon Lake Property Owners Association  
Board of Directors Meeting Minutes  
May 18, 2024**

**APPROVED**

**1.0 Call to Order:** Meeting called to order by President Nolan Mullen at 8:00 am. Other Directors present:

**2.0 Executive Session** – motion to proceed to executive session made at

**3.0 Return to Open Session** – motion to return to open session made by Bob Ballenger at 9:05 am. Seconded by John Anderson, motion carried unanimously.

**4.0 Pledge of Allegiance** – after the Pledge of Allegiance, a quorum was present with the following Directors in attendance: Nolan Mullen, Bill Becker, Bob Ballenger, John Anderson, Carmel Cottrell (via Zoom), Brian Holt, Debra McNamee, Mark Kosco and Laura Pratt. General Manager John Sabo was also present.

**5.0 Approve/Adopt Minutes from the April 20, 2024, Board Meeting** - Deb McNamee motioned “to approve/adopt the minutes from the April 20, 2024, Board Meeting.” Seconded by Mark Kosco, motion carried unanimously.

**6.0 Treasurer’s Report** – will be in *The Apple Core*. Steve Borst reported that they have 2024 first quarter complete. Continuing to clean up and still working with Honkamp. March is the largest cash cycle that we have, so we have been monitoring this very closely. Ashley Randecker has been very good at collecting the dues. Balance sheet looks strong.

**7.0 Committee/Commission Reports**

**Conservation** – Deb McNamee reported that the Earth Day clean-up was a success (39 people volunteered).

**Zebra Mussels** - Norm Vandigo reported that after the 2<sup>nd</sup> treatment, we did not find any live zebra mussels. Fall 2023 we solicited pictures and reports from property owners – that information shows that our efforts appear to be successful. 2024 proposed treatment – instructions and procedures were sent to ACL. Concerns about the impact on fishery questions – but our fishery appears to be excellent.

**Campground** - Ron Carpenter reminded everyone about the pancake breakfast next Sunday.

**Flood Mitigation** - Ron Carpenter reminded everyone about the workshop after this meeting.

**Budget** – Ron Carpenter reported there is a meeting at 9:00 am on Monday.

**Rules & Regulations** – Brian Holt reported they met this month – main topic was e-bikes – still researching that.

**Nominating** – Mike Yorke reminded everyone about the Meet the Candidates event today.

**Golf** – Mark Kosco reported that clean-up day was last week, we had 30 volunteers. Big Cup in July; night golf in August; working on recommendations on improvement on the golf course.

**Multi-Sport Complex** - Gary Hannon – next stage is painting and striping once weather cooperates.

**Memorial Pavilion** - Carmel Cottrell reported the grand opening for Memorial Pavilion will be next Saturday at 5:45.

**8.0 General Manager’s Report** – John Sabo reported that his onboarding has been successful – exceeded his expectations. Algae issue – issue for this lake as with many other lakes, human and mammal nutrients (fertilizing by waters’ edge, where does the fertilizer go)? Need to minimize the amount of nutrients inside the lake. Obligated by Illinois regulation to put an advisory out. We are looking at alternatives to mitigate and minimize nutrients coming in from the water shed. Clubhouse rental and facility rentals will now be handled by Customer Service. Providing better level of service this way, effective as of Friday. Pool startup is proceeding. Courtesy reminders –

under Illinois Motor Vehicle Code – use of UTVs on township roads is illegal. Sheriff will be patrolling and ticketing. Short term rentals – Jo Daviess County and ACL rules require registration. Will be checking the registrations.

**9.0 President's Report** – will be in *The Apple Core*.

**10.0 Any Additions to the Agenda** - none

**11.0 Consent Agenda**

**11.1 Committee/Commission Changes** - Mark Kosco motioned to “approve Josh Winter to join the Campground Commission; to allow Mary Hannon to join the Recreation Commission; to allow Dave Bohnenkamp to resign from the Conservation Commission; and to allow Mike Harris to resign from the Employee Handbook Ad Hoc Commission.” Seconded by Bob Ballenger, motion carried unanimously.

**12.0 Unfinished Business**

**12.0 Food Truck Vendors** – Mark Kosco motioned “to approve Calvin Stalls’ – Rapped with Smoke BBQ, Concession Agreement; and to approve Jay Upmann’s – JJ & Freddie’s Concession Agreement.” Seconded by Bill Becker, motion carried unanimously.

**12.2 Amended Bocce Ball Line Marking Machine** - Brian Holt motioned “to approve the purchase of the Rust-Oleum 2395000 High Performance Striping Line Marking Machine, 9 in. x 27.5 in., Yellow, not to exceed \$250.00 for use with aerosol marking chalk.” Seconded by John Anderson. Discussion: we wanted marking chalk, not paint markings. Motion carried unanimously.

**13.0 New Business**

**13.1 Purchase of Yard Games** – Bob Ballenger motioned “to purchase Jumbo 4-to-Score Giant Game set, 4 in a Row (Connect 4) and Jenga Giant not to exceed \$400.00.” Seconded by John Anderson. Discussion: prices may be cheaper at Cosco but may not be the same product. May not be the price that we wind up paying, total is not to exceed \$400.00. Motion carried unanimously.

**13.2 6.1 Requesting Leave, 6.3 Holidays and Holiday Pay, Charts for 6.2 Paid Time off and 6.3 Holidays and Holiday Pay – 1<sup>st</sup> Reading** – Discussion: Laura Pratt – 6.2 was approved at previous meeting, but then we sent to our attorney. He confirmed the new federal statute – if you front load your time off, you have to allow it to be used within the next year. Not three months. Either you frontload it and not carry it over or accrue it and then you have to carry over for one year. 6.1 - no changes or advantages – basically housekeeping. John Sabo - some of this is Senate Bill 208 – this will get us in alignment with state and federal guidelines. Laura Pratt - chart will go in the employee handbook for their clarification for 6.2. 6.3 is holiday and holiday pay and also includes a chart. Full-time hourly employees would get paid double time and one half for holiday pay. Mark Kosco asked about the impact on budget. An analysis will be done soon. Exempt vs. non-exempt changes as well. Seasonal employees (hourly) will now get time and one half for holidays. Carmel Cottrell - pay for recognized holidays – full time hourly employees – time and one-half normal rate, in addition to being paid for the holiday. Union workers do not even get paid double time and one half. Would like commission to take another look at this. Mark Kosco - holidays – do employees need to work the day before or after? Laura Pratt – whatever day they are scheduled for (before or after). If not working, they have to verify why. Might not get paid if they call off. They are not Monday through Friday employees. Maybe needs to be a little clearer. Carmel Cottrell – salaried employee – not eligible for holiday pay – understandable. However, confused about holiday hours equivalent to the hours worked. John Sabo - salaried employees do receive holiday pay – if they work, they will receive comp time to be used within 30 days. Eight hours worked (regular salary), then they would get 16 hours comp time. Laura Pratt - this has been in effect at least until 2016. Disagree on giving them an incentive to work on the holiday – those are expectations, should not have to have an incentive. Job assignment – who works and who doesn't have to, fair rotation of who has to work. Brian Holt – work on Memorial Day - makes up for the fact they didn't get that time off. Not unfair to

give them that holiday at a different time. Nolan Mullen – mixing the paid day off with the compensation. What they are getting for coming to work – working a holiday, not getting a day off. Everybody else gets off. If you give me extra, would give me incentive to come in. Not getting paid triple time. John Sabo – would only affect three employees (exempt). Perhaps not locking the employees to 30 days to use comp time. During the summer taking that time off could be difficult. Would like commission to look at “use the comp time within the calendar year with GM discretion.” Another option.

**14.0 Property Owner Comments**

Ron Carpenter, 11247 – historical insight – years ago no one was allowed to take vacation during busy season. We need these people to work during the busy season. If they get extra time off in non-busy season, not an issue.

Norm Vandigo, 12277 – quality of fishery. Blue Gill are doing very well, and someone caught a 20” muskie (from 2021 stocking). Bass club totals for last tournament – up substantially over 2023. This is only a snapshot. Think we will have a good year.

Henry Doden, 13A129 – our security model – safety is job 1. However, I see no daytime running lights on – safety thing and does make a difference. Questioning the fact the Property Owner Comments are at the end of meeting. Should be preceding the meeting.

Gary Hannon, 239 Washington Lane – last April was volunteer appreciation month. We failed to mention this and recognize all of the volunteers we have around here. Double edge sword – everything is kept up, so maintenance is doing a wonderful job. No, maintenance is not doing this volunteer work. They are not doing this extra work. We do need more help in the maintenance department.

**15.0 Adjourn** – motion to adjourn by Mark Kosco, seconded by Bob Ballenger at 10:00 am. Motion carried unanimously.

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Recording Secretary, Rhonda Perry

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President, Nolan Mullen

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Corporate Secretary, Laura Pratt

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Date