

LAKE LOUISE COMMUNITY NON-PROFIT CORPORATION (LLCNPC)

BOARD MEETING MINUTES

Matthews Public Safety Building

4 October 2014

The LLCNPC met for a regular board meeting on 4 Oct 2014 and called to order at 11:12.

MEMBERS PRESENT:

Joe Stam, President

Aaron Bunker, Vice-President

Mike Fassler, Secretary

Yvette Delaquito, Treasurer

Tom Lohman, Member (via teleconference)

Sharon Clark, Member

MEMBERS NOT PRESENT:

None

GUESTS:

Jim Sykes, Assembly Member, District No. 1, MatSu Borough

John Hicks

Patti Billman

SECRETARY'S REPORT:

The Secretary's Report of the Minutes from the Annual July 19, 2014, 11:00 meeting was read. Minutes for the Annual Meeting were a conglomeration of several people's notes. Mike Fassler will clean them up and put them on the website. Tabling until next meeting a motion to approve said minutes.

Mr. Stam asked if there are any additions to the agenda before the Treasurer's Report and Ms Clark wanted to talk about dissemination of membership personal information. Also, Mr. Stam wanted to discuss the Board workload and an update on the name change process.

TREASURER'S REPORT:

Ms. Delaquito presented the treasurer's report. Checkbook ending balance is \$3,395.91. Itemization of expenses (see attached listing) was presented. Three certificates totaling \$37,643.61 and a performance bond (CD) totaling \$1,000.00 brings the total on all accounts and certificates to \$80,551.55. Remaining balance of 2012 revenue sharing grants is \$22,710.00. The balance of 2013 revenue sharing grants is \$26,506.81. 2014 Revenue Sharing grant scope is \$20,200 and we are waiting final approval from the Grantee. Copies of Treasurer's report attached with additional details. Motion by Sharon Clark to approve the treasurer's report and seconded by Mike Fassler. Ms. Clark asked about who is on the signatory at the bank. Motion passed.

Jim Sykes, Assembly Representative for District 1

Conveyed condolences about Bill Jaidinger and wish to convey condolences to the community and the family.

He took some pictures of the building and its status. A contractor came out to drill samples down to 24 feet and they never got out of the ice. The building should have been put on a pad two years old when in fact it was only one and we now see the result. It was a federal government grant and, more specifically, with the Corps of Engineers. Discussions about the status of this land being wetland for four years on a five year grant caused the building to be built on the pad after only one year instead of two. That is why the building is the way it is now. It wasn't just a last minute affair ignoring the community's advice. They just ran out of time. \$50,000 is available for a fix on the design. Two most likely options are:

- Build another pad and move the building over after the pad sits properly. We run into the issue with the wetlands with this option.
- Raise the building up and put a proper foundation and stabilize it as best they can.

RFP is likely to go out in 3-4 weeks. Hopefully, we will get feedback on what will be workable and most cost effective. The Borough intends to save the structure and it is an on-going process to keep it viable.

He has been attending Comprehensive Plan meetings. Next one is Thursday (Oct 9th) night. I hope this process is very useful. This is just over a year I have made it to your meetings and appreciate the kindness and cooperation from this community. Don't hesitate to call on me when you feel a need to talk to me. My number is 354-6962.

NEW BUSINESS:

Liability Insurance increase

Cost to increase liability insurance and general liability. We have \$1M with a \$2M aggregate currently, which is not very much. If we increase the Director's and Officer's insurance to \$2M with a \$4M

aggregate, it will be \$1,430/year. General liability which covers everything basic from \$1M to \$2M and \$2M to \$4M aggregate, it will be \$1,200/year. This is not a bad cost and would be worth doing for the organization. Sharon Clark motioned to increase our insurance and _____ seconded the motion. Small amount of discussion regarding overall insurance coverage for the LLCNPC was made. Motion passed.

ETT Training

Mike Fassler said we are doing ETT training from 3-12 Oct, 2014. Four people in the valley area are interested and he is considering having an additional class early in the spring and one more possibly in June.

Fire Training

John Hicks said that a borough rep came up and discussed the huts and the different items that needed to be in them in order to make them the most efficient for our community. Future training plans are to start in the May timeframe and go hut to hut and train whoever is at that location on how to use the equipment. You would only have to be at one hut to get the training, not all of them since they should all be stocked the same. At the same time, the fire department will do inventory on the huts. The fire department is going to review the locations of all the huts and verify that they are in the best locations. A map will be made with the hut coordinates by the fire department.

Snow Plowing at the Public Safety Building

Ms Delaquito indicated that Mike Carsons is willing to plow to the gate for \$100 each time. He is using a front end loader which causes some difficulty in disposing of the snow. Mike Fassler made a motion to take Mike's offer and Sharon Clark seconded. Discussion included how often he would plow and the snow within the fencing. It would be the Borough's responsibility to maintain within the fence line. Mike Fassler is taking on that part of the snow removal. Motion passed.

Sharon Clark asked about the LLCNPC purchasing a snow blower that could be used for snow removal within the fence line. Yvette Delaquito is going to research through the grants to see if that is a legitimate use of the funds available. Discussion resulted in a modification to the previous motion to include the entire lot and increase the cost to \$200. Motion made by Mike Fassler. Seconded. Motion passed.

Workload

Three officers last year did most of the workload. Everyone needs to help. Lately there is an increase in help which is appreciated.

Name Change

It isn't hard to change the name as anticipated. We file an Article of Amendment to change the name of the LLC and give them \$25. At the last annual meeting the name change was discussed and the issue was unresolved. 32% wanted the change, but the remaining members were undecided or had another name in mind. The new name would be the Louise/Susitna/Tyone Non-Profit Corporation. Aaron Bunker motioned to make the change and Sharon Clark seconded. Motion passed. Joe Stam will do paperwork.

OLD BUSINESS

Yvette discussed the grader issue. Finalization on continuation of grading on the lake and the issue of snowplowing as well will be addressed by Yvette with Rowdy. Discussion on trading our grader to Rowdy for free services was made. Joe and Yvette will come up with some options.

Buoys

Channel buoys were pulled and stored at Bob Rolley's. In spring they will be pulled out and replaced. We need to have a new chair for the Channel Committee. Budget of \$250 to replace buoys and any other materials needed motion was made by Sharon Clark and seconded by Yvette Delaquito. Motion passed.

Fire Department

John Hicks discussed with the Fire Marshall the VFD. The Fire Marshall needed a written copy of the by-laws signed and dated, authorization from the LLCNPC recognizing the new fire department, and the new name of Louise / Susitna / Tyone Volunteer Fire Department to change the name. This will all be taken to the Fire Marshall and this should be a done deal. A letter from Marie Collins requesting additional material which is easily accomplished will facilitate the name change. LLCNPC Resolution recognizing Louise/Susitna/Tyone Volunteer Fire Department was read by Mike Fassler. (Attached) Aaron Bunker motioned to pass the resolution and Sharon Clark seconded. Motion passed unanimously.

Subsequent to motion passing, John Hicks was thanked for his endeavors to make this change happen. It was also mentioned that anyone can be a member of the new fire department. Once the resolution is signed, the Board now has the authority to assign a fire chief. Joe Stam signed the resolution and the necessary documents were gathered by John Hicks to take to the Fire Marshall. A motion was made by Mike Fassler to appoint John Hicks as Fire Chief. Seconded by Sharon Clark. Motion passed. There will be three Assistant Fire Chief's; Mike Fassler at Louise, Ken Perkins at Tyone, and Bob Rolley at Susitna.

Project List Update

Top 5 projects:

- Dumpster Improvements
- Repair to Boat Ramp at the Causeway
- Safety Improvements at the Channel
- Water Quality Monitoring
- Additional Fire Huts and Equipment

Dumpster Improvements – How do we approach? Tom Lohman gave a detailed update on dumpster issues. Terry Dolan with the Borough has good ideas on dumpster and Jim Sykes will talk with him. The main issues are that the dumpsters are overfilled and the steps are physically challenging to some people.

During this discussion it was brought up that these items may not be able to use the expiring funds by the end of the year. Purchase of other items, i.e., AEDs, would spend the money quickly. It was brought up that the community picked these five items and if we deviate from this, then we are not listening to what the community wants. For AEDs specifically, Jim Sykes recommended we try to expand the scope of our Borough purchase that is currently being made. Aaron Bunker noted that we can't always do what the community wants due to time restraint, but if we put forth the effort to research and determine that we can't do it in the timeframe allotted, we put it forward and try to spend the money on what we can accomplish before the end of the year.

Tom Lohman made a motion to purchase 2 AEDs this year and possibly 2 next year. Sharon Clark seconded. Motion passed. Tom Lohman will purchase.

Causeway Repairs

The Borough built the causeway, but we are responsible for it. Jim Sykes will see if the Borough can look at it with no guarantee of funds. We need an engineer to look at it to determine need.

Channel Safety

This will be turned over to the Channel Committee.

Water Quality Monitoring

No information available.

Fire Huts

This is for the VFD to research, plan, and address. We have money to do four more. We are going to move away from the plastic ones.

Rescue Boat

Boat is insured. By spring we will have an operating plan on whether we will keep it or get rid of it. Also, the fire truck – keys will be located by Tom Lohman. Fire truck needs to be winterized.

Grants

Previously discussed under separate items.

By-Laws Committee

Aaron Bunker agreed to chair a By-Laws Committee to review and update the by-laws. Specific suggestions made in the past prompted a review. Sharon Clark has the paperwork and will bring to the committee.

Weather Station

Bill Fair continues to monitor it. It keeps kicking off and we are trying to find out why. Bill will look at it and see if he can figure out why. It will be kept up and going even though Lake Louise Lodge will be shut down for a few months.

Website

It is being kept updated. Bill Fair is doing it for us. We can send him a PDF and he will upload. Yvette is POC for contacting Bill.

Notice Boards

Never authorized to get them yet per Sharon Clark. Want them at the three lodges so that we can post all information as it becomes available. They run about \$100 each and they lock. The boards would be very good for posted information especially for boaters. Possibly they could be posted at the mailboxes for those that don't use the lodges. Mike Fassler made a motion to purchase 4 notice boards, one at each lodge and one at the mailboxes with a price not to exceed \$500 total. Sharon Clark seconded. Motion passed.

Personal Information

One of the members of the community sent a request to the Board to obtain a copy of the membership list. Membership lists includes personal information. There may be people who don't want their

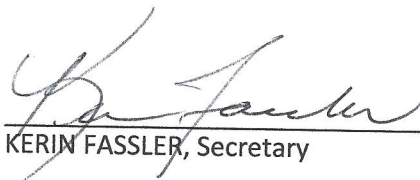
information handed out. We need to decide whether we are going to provide that list with just the names of the active members? This was discussed previously. We need to add the names and the year to the website, not any other information.

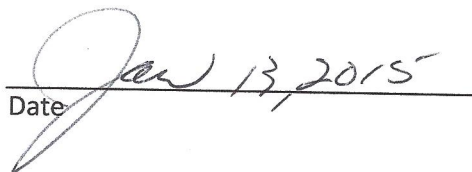
Resignation

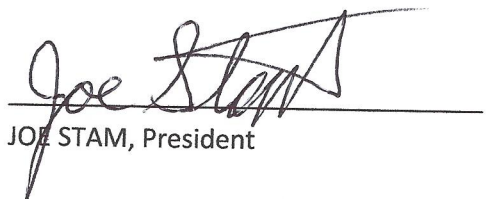
Mike Fassler submitted a resignation and submitted Kerin Fassler's name to replace him as he felt he had a conflict of interest being an Assistant Fire Chief. Sharon Clark made a motion to accept Kerin Fassler to fill Mike Fassler's position on the Board. Aaron seconded. Motion passed.

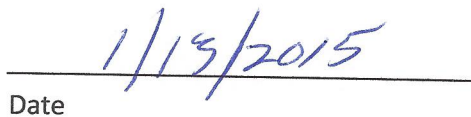
Sharon Clark motioned to adjourn. Yvette seconded. Motion passed. Meeting ended at 12:57.

Respectfully submitted:


KERIN FASSLER, Secretary


Date


JOE STAM, President


Date

Lake Louise Community Non-Profit Board Meeting
October 4, 2014

Matthews Safety Building

Call to Order

Secretary's Report

Treasurer's Report

New Business

- Discussion on fire chief for new LLCNPC fire department
- Liability Insurance increase
- Resolution for recognition of fire department
- ETT/EMT training
- Fire Training
- Snow plowing

Old Business

- Grader
- Buoys
- Update on discussions with Fire Marshall
- Update on reformation of VFD under entity of LLCNPC
- Project list update
- Equipment inventory
- Rescue Boat
- Grants (2012, 2013, 2014)
- Fire huts
- By-laws Committee
- Weather station
- Notice boards

October 4, 2014

Grant Summary:

2012 Revenue Sharing Grant Scope

- Transport Fire/Rescue boat from manufacturer in Washington State
- Fire/Rescue equipment for new 26 foot boat recently purchased with Legislative Grant
- Additional remote fire equipment storage huts and the required pumps, hoses, related accessories, and 4 commercial fire extinguishers
- Construct a dock and waterfront facility for a Fire/Rescue/EMS Boat
- Materials to construct a road from the Public Safety Building to the dock

Remaining Balance of Funds

\$22,710.00

2013 Revenue Sharing Grant Scope

- Transportation and outfitting of the new Fire Rescue Boat
- Large Fire Extinguishers to protect the public at the 5 area businesses
- Maintenance grading of the area service roads
- Insurance as required for the Community, Volunteer Fire Department and the Fire Rescue Boat

October 4, 2014
Treasurer Report

Share Draft Account – 77

| Check # | Date | Payee | Purpose |
|---------|------------------------|-----------------------|--------------------------------|
| | Amount | | |
| 2014 | | | |
| 1681 | 07/17/14 | Joe Stam | Burn Barrel |
| | \$25.00 | | |
| 1682 | 07/19/14 | Lake Louise Lodge | Annual Picnic |
| | \$500.00 | | |
| 1683 | 07/18/14 | Sharon Clark | Office Supplies |
| | \$187.98 | | |
| 1684 | 07/21/14 | Apollo MT | Membership – annual mtg |
| | \$125.00 | | |
| 1685 | 07/26/14 | Joe Stam | Office Supplies |
| | \$24.74 (not cleared) | | |
| 1686 | 08/05/14 | Postmaster | Stamps |
| | \$39.20 | | |
| 1687 | 08/05/14 | Yvette Delaquito | Stamps – Membership Mailing |
| | \$107.80 | | |
| 1688 | 08/06/14 | Lake Louise Lodge | Office Supplies |
| | \$31.99 | | |
| 1689 | 08/06/14 | Bill Fair | Router |
| | \$219.99 | | |
| 1690 | 08/12/14 | Copper Valley Telecom | Weather Station |
| | \$104.05 | | |
| 1691 | 09/08/14 | Copper Valley Telecom | Weather Station |
| | \$104.05 | | |
| 1692 | 09/29/14 | Lake Louise Lodge | Additional Annual Picnic Costs |
| | \$200.00 (not cleared) | | |

Total Checks: \$1,669.80

Deposits

| | | |
|----------|---------------------------|----------|
| 07/21/14 | Deposit (Dues & Donation) | \$425.00 |
| 07/28/14 | Deposit (Dues & Donation) | \$335.00 |
| 09/12/14 | | \$175.00 |

Total Deposits: \$935.00

Current Ending Balance: \$3,395.91

Primary Share Account – 99

Current Balance (09/29/14) \$38,512.03

| | |
|-----------------------------|--|
| Share Certificate 30 | \$6,295.34 (Matures – 7/11/14) |
| Share Certificate 31 | \$2,619.32 (Matures – 8/29/14) |
| Share Certificate 32 | \$28,728.95 (Matures – 7/15/14) |

Performance Bond – CD - \$1000.00

Total on all accounts and certificates: \$80,551.55

October 4, 2014

Grant Summary:

2012 Revenue Sharing Grant Scope

- Transport Fire/Rescue boat from manufacturer in Washington State
- Fire/Rescue equipment for new 26 foot boat recently purchased with Legislative Grant
- Additional remote fire equipment storage huts and the required pumps, hoses, related accessories, and 4 commercial fire extinguishers
- Construct a dock and waterfront facility for a Fire/Rescue/EMS Boat
- Materials to construct a road from the Public Safety Building to the dock

Remaining Balance of Funds

\$22,710.00

2013 Revenue Sharing Grant Scope

- Transportation and outfitting of the new Fire Rescue Boat
- Large Fire Extinguishers to protect the public at the 5 area businesses
- Maintenance grading of the area service roads
- Insurance as required for the Community, Volunteer Fire Department and the Fire Rescue Boat
- Repair the Public Wind Sock and Mast at the Army Point Campground

Remaining Balance of Funds

\$26,506.81

2014 Revenue Sharing Grant Scope

- Administrative costs to include attorney fees to change name, and rewrite bylaws
- Dumpster Improvements
- Repair boat ramp at the causeway at the end of the Lake Louise Road (public launch)
- Channel safety improvements between Lake Louise and Susitna Lake which would include more signage
- Water quality monitoring.

Grant Projected Budget \$20,200.00 – waiting final approval from the Grantee

October 4, 2014

Grant Summary:

2012 Revenue Sharing Grant Scope

- Transport Fire/Rescue boat from manufacturer in Washington State
- Fire/Rescue equipment for new 26 foot boat recently purchased with Legislative Grant
- Additional remote fire equipment storage huts and the required pumps, hoses, related accessories, and 4 commercial fire extinguishers
- Construct a dock and waterfront facility for a Fire/Rescue/EMS Boat
- Materials to construct a road from the Public Safety Building to the dock

Remaining Balance of Funds

\$16,693.11

2013 Revenue Sharing Grant Scope

- Transportation and outfitting of the new Fire Rescue Boat
- Large Fire Extinguishers to protect the public at the 5 area businesses
- Maintenance grading of the area service roads
- Insurance as required for the Community, Volunteer Fire Department and the Fire Rescue Boat
- Repair the Public Wind Sock and Mast at the Army Point Campground

Remaining Balance of Funds

\$24,052.81

2014 Revenue Sharing Grant Scope

- Administrative costs to include attorney fees to change name, and rewrite bylaws
- Dumpster Improvements
- Repair boat ramp at the causeway at the end of the Lake Louise Road (public launch)
- Channel safety improvements between Lake Louise and Susitna Lake which would include more signage
- Water quality monitoring.

Remaining Balance of Funds

\$20,200.00

LAKE LOUISE COMMUNITY

A RESOLUTION OF THE LAKE LOUISE COMMUNITY RECOGNIZING THE LOUISE/SUSITNA/TYONE VOLUNTEER FIRE DEPARTMENT (LSTVFD).

WHEREAS, the Lake Louise Community Nonprofit Corporation (LLCNPC) wishes to establish a Volunteer Fire Department to be named Louise/Susitna/Tyone Volunteer Fire Department. To be recognized and function within the State Fire Marshal's recognition; and

WHEREAS, the volunteer fire department shall consist of a Fire Chief and Assistant Chief(s) and as many firefighters as may be deemed necessary for the Operation of the department; and

WHEREAS, the LLCNPC gives full authority to the Fire Chief to provide direction and supervision to the department. The Fire Chief shall be appointed by the LLCNPC and shall be responsible to the Board of Directors. The appointment shall be for an indefinite period of time and tenor of office depending upon good conduct and efficiency. The fire chief shall be technically qualified through training and experience and shall have the ability to command. The Fire Chief shall be removed only for cause and after a public hearing before the Board of Directors of the LLCNPC; and

WHEREAS, the Fire Chief shall recommend to the LLCNPC apparatus or other firefighting equipment as may be required to maintain fire department efficiency and to see that the same is kept in proper operating condition; and


WHEREAS, THE FIRE Chief shall preside over all meetings of the department and may call such special meetings or drills as necessary. The Chief shall have complete charge of the department at all times. The Chief shall be responsible for the maintenance for all fires. The Chief may appoint such company officers as deemed necessary to assist with the work of the department; and

WHEREAS, the Assistant Chief(s) shall assist the Chief in his duties and substitute the Chief during absences; and

WHEREAS, any resident of the Lake Louise Community shall be eligible for membership in the fire department providing they are at least 18 years of age and of good character. Those wishing to be firefighters must be able to meet the physical standards necessary for firefighting.

NOW THEREFORE BE IT RESOLVED THAT THE Lake Louise Community Nonprofit Corporation now recognizes and fully support the organization Louise/Susitna/Tyone Volunteer Fire Department.

PASSED AND APPROVED by a duly constituted quorum of Lake Louise Community Nonprofit Corporation Board of Directors this 4th day of Oct 2014.

SIGNED: 
(President)

ATTEST: 
(Secretary)