

**MINUTES OF THE BOARD OF DIRECTORS  
REGULAR MEETING  
OTTER POND HOMEOWNERS ASSOCIATION, INC.**

**November 9, 2016**

**Present:** Margaret Noah, Tim Heavers, Dan Bradburn, Charli Oswald and Roy Anderson.

Meeting called to order at 3:00 pm

**Minutes:** Minutes from the October 12, 2016 OPHOA Board Meeting were approved.

**Committee Reports:**

**ARB** – no report.

**Boat House** – no report.

**Open Space** – Tim got an estimate from Dan Shaw to remove all the trees along the mail kiosk sidewalk for approx \$3,700 with no stump grinding. Margaret will contact Linda Corwine to see if she concurs with removal assessment.

**Pond Committee** – South pump has burned out. Rebuilding pump is very costly - Tim said the new (north) pump has enough capacity to drive all the aerators in the pond. Eliminating the south pump would save the repair cost plus ~\$130/mo electricity. Tim made a motion to connect all the aerators to the north pump and eliminate the south pump. Dan seconded. Passed unanimously.

**Silt Retention Pond Committee** – Although the committee chairman was not present, Dan Bradburn said that he estimated the material cost of building a permanent dam at ~\$6k and will get a labor estimate from Tadd. Tim noted the Silt Pond Committee should handle the matter, and suggested that a project of this size would have to be bid out.

**Social** – no report.

**Unfinished Business:**

**Ditch Maintenance** – (Bull Basin Construction, LLC) Tim will contact Tadd for final 2016 invoice.

**Annual Meeting Documents** – Tim will updated '17 budget reports, then forward to Roy. Roy will compile an document to be emailed containing: (1) Annual Meeting Notice; (2) Annual Meeting Agenda; (3) 2015 Annual Meeting Minutes; (4) 2017 Budget; and, (5) Proxy Form. Tim will send this document via email to all residents (note that the paper Announcement & Agenda were mailed on November 2, 2016).

**Review Winter Reminders:**

- Sprinkler lines have been blown; hoses & canisters from pumps are in Boathouse;
- All watercraft have been removed from the Pond (except pontoon for aerator maintenance).

**New Business:**

**Non-Compliance Issues** – 2 letters regarding weeds sent this month; issues corrected.

**Financial Reports** – Tim reviewed the end of October balance sheet explaining all bills have been paid and the checking and reserve account balances are on target. He will update the 2017 budget to reflect *possible* tree removal and silt pond dam expenses to be paid with reserve funds if it is decided to undertake these projects next year.

**Other New Business** –

**Annual Meeting Discussion Topics:** Tennis court; Flag pole.

**Next Meeting** – Next meeting will be Saturday, December 3<sup>rd</sup> at **10:00 am**, at the *Centennial Meeting Room, City Hall Annex, 433 So. 1st St.*

Meeting adjourned at 4:35 pm

--Minutes submitted by Roy Anderson, HOA Secretary