Ess Lake Association Board of Directors Meeting Minutes

Date: June 13, 2026   Time: 10:00 am

Agenda

- Meeting was called to order at 10:00am.

- Roll Call
  a. Board Members Present:
     - Cheryl Leach
     - Mark Pollard
     - Ilze Liepa
     - Sharon Quist
     - Jim Badour
     - Cheryl Perrigo
     - Aimee Smith

  b. Association Member present: Dan Lewalski

- Approval of Minutes: Board Mtg April 25, 2026: Ilze Liepa presented the draft minutes
  - Motion to approve minutes as submitted: Mark Pollard
  - 2nd: Sharon Quist
  - Approval: All board members

- Approval of Agenda
  a. Additions to Agenda: 2 items requested to add
     i. Request for home addition: Lokar
     ii. Restrictions violation: Green
  - Motion to approve agenda as amended: Mark Pollard
  - 2nd: Jim Badour
  - Approval: All board members

- Call to the Public:
  a. Association member Dan Lewalski in attendance. He requested the board reconsider the decision regarding canal spraying for 2026 based on success of last year's spraying. Conversation tabled to Canal and Lake Water Committee report out. See below.

- Officer Reports:
  a. President: Cheryl Leach
     i. The final update of the Board Goals for 2025-2026 was reviewed. Full document can be found on the website, progress summarized:
        1. Set '25-26 Budget: Budget was set and met.
        2. Review Insurance Policy: Complete and updated April 2026.
        3. Address Duckweed: 3 spray applications complete in 2025.
        4. Tennis / PB court repair: short term crack repair proposal still needed, long term solutions under evaluation. New board to consider carrying over goal to next term.
        5. Dead trees on Norway Ct: Cleanup complete November 2025
        6. Canal Plan: Long term plan progressing with Canal Committee. See separate agenda topic below.

7. Available Grants: USDA forestry grant application submitted for Norway Ct restoration. See separate agenda topic below under “Canal and Lake Water”.
8. Road Signs: Complete October 2025.

b. Treasurer: Sharon Quist
   i. Financial Report and Payment of Bills: Sharon reviewed the financial report and Bills Paid for period 4/25/26-06/13/26.
   ii. 2025-2026 Budget Amendment: Cheryl Leach reviewed the budget, updated to reflect the latest expenditures. This will be the final update for this fiscal year. $782 from the budget remains unspent and will carry over into next fiscal year, minus any additional bills that are paid in the remainder of June. The new board will set the budget for the upcoming fiscal year.
      - Motion to approve the Financial Report, payment of Bills and budget as presented: Jim Badour
      - 2nd: Ilze Liepa
      - Approval: All board members
   iii. Sharon also reviewed the status of dues payments. $8700 has been received to date. Approximately $2000 remains outstanding and is due by June 30. Cheryl Leach will include a reminder in an email to association members. Details in Correspondence committee report below.

- Committee Reports:
  a. Building Committee: Mark Pollard
     i. Lokar building request: Request received and reviewed for an addition for the Lokar residence. Height of addition and location of building in relation to the lot line was not included, but estimated to meet requirements based on knowledge of the property.
        - Motion to approve the request subject to formal verification of height and placement of structure: Mark Pollard
        - 2nd: Jim Badour
        - Approval: All board members

        Note: following the meeting, Mark Pollard did confirm that the height and placement do meet the Associations requirements, approval notification will be sent.
     ii. Restrictions Violation: Mark noted that a Trailer Camper has been parked at Lot 140/141 (Greene), violating restriction number 4.04 and 4.05, exceeding the 14 days allowed a year, and reasonable limits of prep / unloading / loading before and after use. Cheryl Leach will send a letter.
  b. Correspondence/Website: Jim Badour/Ilze Liepa
     i. Latest directory (dated 5/18/26) was uploaded to the website.
     ii. Welcome to Summer email: Cheryl Leach will send an email to all association members with key information and reminders: Annual meeting time and date, outlot readiness and thanks to volunteers, unpaid dues, restriction recap on campers and boats, please slow down due to many deer and fawns.
  c. Canal and Lake Water: Mark Pollard
     i. Update on Required Permits – paperwork preparation is now complete. Application will include dredging to increase depth of mouth, and east and south leg of the canal, and dredging only the sides (not and increase in overall depth) of the west and north legs of the canal to improve boat

parking / access for homeowners. Final step is to compare application to all prior applications for consistency, and then Sharon Quist will input the application into the system.

ii. Canal Committee Report: Committee member Dan Lewalski asked to reopen the discussion on spraying the canal for weeds in 2026. The Board had agreed at the 4/25/26 meeting to not pursue spraying for this year due to the progress on the plan for dredging of the canal. Dan stated that there was a clear reduction in the amount of canal bed weeds from the spraying, allowing for boats to enter and leave the canal without weeds stuck in propellers. The canal bottom can actually be seen. Prior to the application, residents along the canal could not even get to the lake without clearing weeds from their props. Application of herbicide again this year would have immediate impact, unlike the long-term plan to dredge. The quote from Savin for 2026 spraying is $3200. Ideas were generated around cost reduction and cost sharing between the association and canal-front owners. Any funds paid from the Association budget would have to be committed by the next Board, in the next fiscal year.
   - Motion to reopen the decision for 2026 canal spraying with the following next steps was made by Ilze Liepa. (1) Dan Lewalski to contact Savin with ideas to reduce the quote (2 applications ilo 3 and confirmation of permit costs) (2) Mark Pollard to contact all canal front property owners for commitment to donations/cost sharing.
   - 2nd: Cheryl Perrigo
   - Approved: Jim Badour, Aimee Smith, Cheryl Leach, Mark Pollard, Ilze Liepa, Cheryl Perrigo
   - Opposed: Sharon Quist

iii. Forest Restoration Report – Committee is still awaiting the report from the USDA that will include the final steps required to receive grant funding. The application is progressing through approval process, and once approved, the report will be available to us (estimated to be in July). Once report is received, the Association will have two years to complete final requirements. Initial feedback was that more dead trees will have to be removed, and new trees will have to be planted.

d. Outlot Maintenance/Tennis Court: Ilze Liepa

i. Flooding Issues Park A & B: Both Red Pine Lots flooding during the period of significant rainfall in May, but dried in just a few days. No action needed at this time, will continue to monitor.

ii. Jim Badour has learned which tree has been requested to be removed at Red Pine Park A, he will mark it. Ilze to evaluate and make recommendation on removal.

iii. Volunteers have done tremendous work at Long Lake outlot, the court is ready for play, dock is in, horseshoes and posts have been repainted, leaves blown, branches chipped. Picnic tables have been moved to the other Outlots.

iv. Additional clean-up of the Pavillion area will be done just before the annual meeting.

e. Bylaw Review Committee: Ilze Liepa

i. As discussed at 4/25/26 meeting, a vision and mission are proposed to guide the Bylaws and restrictions of the association. Ilze presented the most recent proposals, Jim Badour asked to add words about preserving the lake. After quick word-smithing the following statements were presented.

> *"Our Vision is to **E**nhance, **S**ustain, and **S**afeguard a **L**ively, **A**lluring, **K**indhearted and **E**nchanting neighborhood for all members to enjoy."*

   - Motion to approve the proposed Vision statement was made by Sharon Quist
   - 2nd: Cheryl Perrigo

- Approval: All Board members

  "Our mission is to enhance and preserve the quality and beauty of our neighborhood through effective and efficient management of the Association, enforcement of by-laws and restrictions to preserve the natural atmosphere, the lake and waterways, recreational character and property values, and to support initiatives and capital improvements that benefit the greater good of the community"

- Motion to approve the proposed Mission statement was made by Sharon Quist:
- 2nd: Aimee Smith
- Approval: All Board members

Next steps: Jim Badour to add to website, Ilze Liepa to present at Annual Meeting as part of the By-law committee report out.

- Old Business:
  a. Requests approved by email vote: None
  b. Articles of Incorporation: Cheryl Leach has submitted the revised Articles to the State of Michigan for approval. (Revised as per the 2024 ballot results.) Document will be posted to the website after approval from the state is received.

- Tabled Items: None.

- New Business:
  a. Set up for Association Meeting
     i. Items needed for the meeting (Easel, tables, pencils, sign in and ballots, coffee and water, electrical cord, reminder signs) were reviewed and assigned. Sharon requested PENS for the ballots, all Board members to bring some.
     ii. Board members should arrive by 9:15 at the latest, Association members are requested to start arriving at 9:30 to enable a prompt meeting start at 10:00am.

- Next meeting dates:
  a. Association Member Annual Meeting July 4, 2026, 10:00 am Long Lake Pavilion
  b. Board Meeting to be held immediately following the Annual Meeting at Long Lake Pavillion

- Meeting was adjourned at 11:15am.

Written and Submitted by Ilze Liepa

Signed Ilze Liepa