

Meadow Point Townhomes Association Board Meeting
February 21, 2022; 4:30 p.m.

LOCATION: The meeting was held in-person at 2044 Elm Circle and via Zoom.

ATTENDANCE: In person: Kent Feise, Kristine Milburn; Via Zoom: Steve Boeckman, Sara Schlievert; Mark Gisch, property manager; Absent: Jim Gammell; Guest: Craig Weatherall, West Des Moines police department

CALL TO ORDER: President Kristine Milburn called the meeting to order at 4:30 p.m.

SECRETARY'S REPORT: Schlievert moved and Milburn seconded approval of the January 17 minutes. Motion approved.

TREASURER'S REPORT: Treasurer Freise reported thru the end of January, we were ahead of anticipated income at 10.84% of projected income and below anticipated budget expenditures having spent only 6.92% of projected costs. This is expected to balance out next month as we will receive costs of January snow removal that had not been billed as of 1/31/22 and federal and state income taxes will be paid. Equity is currently at 52.72% of expected.

COMMUNICATIONS: Milburn will send out periodic blast emails to all residents as items, for example a can collection, come up. She will also post the contact information for the MPTH insurance agent. Gisch pointed out that mortgage companies want proof of insurance directly from the insurance company, not the association's website.

PROPERTY MANAGER'S REPORT: Property Manager Gisch reported that there was a small amount of lawn damage from the snow removal activities. His crew will fix the small areas of damage. Lawns Plus, the company contracted for snow removal, will repair the larger issues.

Gisch also reported that salting around the mailboxes and perhaps the courtyard sidewalks will be done as needed. Gisch has talked with the custodian for the strip mall property adjoining our property on the south side about removing the five or six dead – or almost dead – Ash trees along the property line, and removing or trimming the walnut trees on the eastern end of the property line. He plans to talk to the strip mall property owner in California about cost-sharing the expense of removing/trimming the trees. The city of West Des Moines requires that dead or dying Ash trees be removed.

The foreman at Terry's Concrete, the association's contracted concrete provider, has asked Gisch to let him know where concrete replacements are needed.

Prices for lawn chemicals and labor for the association's two contracted lawn care companies have increased for 2022. Chemicals have increased about 30%; labor about 7%.

OLD BUSINESS: The special committee formed to investigate options for replacing the 600 feet of fence that separates the MPTH property from the strip mall has submitted a recommendation to the architectural committee. The recommendation includes use of a PVC product or a cedar wood product. Freise, who has been the board liaison to the committee, said he is leaning toward the PVC product because it would require periodic pressure washing to keep it looking good versus periodic staining on the cedar wood product. Gisch said he is also leaning toward the PVC product because of the lower maintenance required. The board is expected to vote on a proposal outlining which fencing product to use at its March meeting. The approved proposal will be posted on the MPTH website and interested contractors will be directed to that site.

Freise also reported that the existing fence, about 90 feet of which fell down during a recent wind storm, is covered under the association's umbrella policy, significantly reducing the removal and replacement costs to the association.

Action continues on replacing the sign at the entrance to the MPTH property that was destroyed in the same recent wind storm.. Gisch and board member Schlievert are working with the city to determine code requirements for an entrance sign. The current thought is to move the sign to the median between the entrance and exit lanes. Doing so would make it easier to meet the city's setback requirements and provide a clearer view of the sign from both directions on 19th street. One missing element would be the ability to light the sign, since it would be cost-prohibitive to run electrical wires from the current location under the street to the median. However, there is a streetlight near where the sign would be located. If that doesn't provide enough light, it's possible to use solar-powered lights. Schlievert and Gisch will follow up with the city to get specific code requirements for signs of this type.

Milburn told the board that it is time to appoint a committee to conduct the annual audit of the association's books. She proposed that the three members of last year's audit committee be re-appointed. The board approved the proposal.

NEW BUSINESS: Milburn introduced West Des Moines Police Officer Craig Weatherall. Weatherall is a resource officer for the police department, and Milburn invited him to discuss ideas to improve the safety of MPTH residents. Several residents experienced medical emergencies in early February. Thirty of the 73 homeowners live alone and the concern is that they receive prompt help if needed. Board members have emergency contacts, and homeowners can always contact board members. However, that is not always possible. Officer Weatherall said that having emergency contact information is very important. The police department doesn't maintain databases of emergency contacts, however. He proposed that residents install lock boxes on the outside of their front doors that would allow the police and emergency medical personnel access to the home if there's a suspected emergency inside. Residents can provide the lock box combination to the police department. Kristine will post helpful safety information to the website.

In other action, Milburn told board members that two homes (1905 and 2024 Elm Circle) are for sale. The 1905 Elm property has a sale pending. The 2024 Elm property is slated to close on March 1. The board also approved the plans for replacement of the deck at 1928 Maple Circle.

ADJOURN: There being no further business, Schlievert moved and Freise seconded a motion to adjourn the meeting. The motion was approved and the meeting was adjourned at 5:22 p.m.