

Meadow Point Townhomes Association Board Meeting Minutes

June 17, 2024

LOCATION: 2044 Elm Circle

CALL TO ORDER: 5:31 p.m.

ATTENDANCE: Kristine Milburn, Kent Freise, Kathy Olah, Joanne Boeckman, Property Manager Mark Gisch. Mark Pockrandt joined at 6 p.m.

SECRETARY'S REPORT

- Minutes from May meeting.
- Freise made a motion to approve. Olah seconded. Motion approved.

TREASURER'S REPORT

- Financial Statements: May (in June folder). Homeowners may email meadowpointth@gmail.com for a copy of financials, if needed.
- In his treasurer's report, Freise provided an overview of Operational Funds and Reserves. Treasurer Freise noted that two CDs will be coming due soon: one on July 16 and a second on August 5. The question is whether to roll them into CDs again. Discussion followed about keeping the amount liquid in the event that Westbend Insurance Co. comes to a settlement for roofing replacement because of hail damage. A special assessment will need to be made of residents; but in the meantime, the association will need to cover the deductible amount. Freise will investigate interest rates on money markets.

Olah moved to approve the treasurer's report. Boeckman seconded. Motion was approved.

ADDITIONAL COMMENTS:

- **Roof Repairs from the 2022 Hail Damage:** Still in discussion.
- **Shades of Green:** Shades of Green contract is renewed. Mowing continues on a weekly basis, normally on Monday's, weather permitting. Pre-emergent was applied at the end of April. The company has not been billing the association in a timely manner. Gisch is asking Shades of Green to present invoices in a timely manner, either to him or to Steve Grodahl for timely payment.
- **Concrete:** Freise has finalized the list of units scheduled for concrete work to be done this year and asked Gisch to forward it to Terry's Concrete. Terry's was initially going to do the work in April or May, but because of a request from the family at 1921 Elm Circle to delay work on their property because of family gatherings and celebrations, a decision was made to delay concrete work until July so that all properties may be completed at the same time.

PROPERTY MANAGER REPORT

- The Board walked around the property on June 14 to inspect for areas needing attention. Based on the Board's findings, Gisch has identified two adjacent pine trees on the south part of the property that will be cut down. One is sick and the other is not looking healthy, he said. As long as equipment will be brought onto the property to remove one, Gisch recommends removing the second one at the same time for economic efficiency. A majority of the board concurred. A new tree will be planted in the area to replace the two trees.
- Other tree work will include cutting down several volunteer trees; trimming trees hanging over houses or rubbing against siding; and raising canopies on some trees. (Trimming of some trees, such as elms and pin oaks, will have to be done in the winter.)
- Gisch will contact Extreme Tree to do the work, which can be done in a full day.

- After tree removal, Gisch will contract Extreme Tree for stump removal services.
- One unit had storm damage to a fascia, which has been repaired, but still needs paint touched up.
- Four trees have been planted on the property. Watering is not necessary now, as we have had sufficient rain. However, Gisch is also watching birch trees on the property that may eventually have to be removed.
- Overall, trees and lawns are looking good.

OLD BUSINESS

- WDM Water Survey: Milburn responded to a survey from WDM Water Works on behalf of all residents to inform the utility that all units have copper pipes. Speculation is that Water Works was looking for houses that have lead pipes.
- Deck replacements/repair. Some homeowners have sought Board approval for replacement of materials on decks and replacement of a privacy fence. All have been approved.

NEW BUSINESS

- Property owners at 2004 Elm Circle requested approval for replacement of two inefficient second floor front windows, replacement of leaky windows on either side of the fireplace at the back of the house, and replacing the double doors that provide access to the deck. Board approves replacements as long as they appear to match existing windows and doors.
- Owner of 2007 Maple Circle shared a concern that a tree by the driveway is bending over at the top and wondered if it might hang over the driveway and drag on cars as it grows. Gisch said it's a columnar oak, which typically straightens as it grows. He will watch it.
- Walk-through of property by Board resulted in the decision to send a general reminder to all residents to:
 - Make sure their decks and property are in good repair. Some decks appear to be deteriorating and unsafe. In one case, a tree was growing through steps leading to the deck. Also, some decks are lacking a skirting which should be added to keep critters from moving in.
 - Keep landscaping around their property trimmed and neat. Volunteer trees and bushes should be removed (some are invasive species) and vegetation should be trimmed 6 inches away from exterior unit walls to prevent damage.
 - Homeowners who need assistance in order to comply with these requests can contact any Board member for assistance in finding a handy person for external maintenance and repairs.
 - An email will be sent to property owners requesting they remove a loose screen propped against their house.

ADJOURNMENT

Freise moved to adjourn. Olah seconded. Adjourned at 6:15 p.m.