

# Meadow Point Townhomes Association Board Meeting

## July 15, 2024; 2044 Elm Circle

**Call to Order:** 6 p.m.

**Attendance:** Kristine Milburn, Mark Pockrandt, Kathy Olah, Joanne Boeckman, property manager Mark Gisch. Kent Freise joined via Zoom.

### Secretary's Report

Minutes from [June](#) meeting were presented by secretary Boeckman.

After discussion by the board, it was decided that MPTH financial details will not be listed in the minutes. Homeowners wishing to see the financial statement may email [meadowpointth@gmail.com](mailto:meadowpointth@gmail.com) for a copy.

Pockrandt moved to approve the minutes as amended. Freise seconded. Amended minutes were approved.

### Treasurer's Report

Freise presented a report for the period of June 1 to June 30, 2024, and provided an overview of operational funds and reserves.

Freise noted that two 6-month CDs, both with a 5.2% APR, will mature July 16 and August 5. The board discussed cashing the CDs when they come due and moving the money into a money market, which will provide liquidity for anticipated roofing expenses due to 2023 hail damage. If West Bend Insurance Co. reaches a settlement for the roof replacement, the money will be needed to cover Meadow Point's deductible amount until a special assessment is made of residents to repay it.

Several financial institutions were discussed for the money market. Freise said as the association already has a money market at Veridian Credit Union, and its rate is competitive with other institutions, he is inclined to move the cash from the CDs to that account.

Olah moved to approve the treasurer's report. Pockrandt seconded. Report approved.

### Additional Comments:

- **Lawn care:** Our contract with **Shades of Green** has been renewed. The contract is for April through November at a budgeted cost of \$4,195.07. The company mows Mondays each week, weather permitting. Pre-emergent was applied in April.

Shades of Green has been delinquent in submitting invoices to Meadow Point for its services. At this point, we should have received bills for April, May and June, but have received none. President Milburn suggested to Gisch that he make a request of Shades of Green to submit its bills in a timely manner, either to property manager Gisch or to Steven Grodahl, who issues the payment.

- **Concrete replacement:** A list of units scheduled for concrete work has been finalized and **Terry's Concrete** will do the work beginning July 29. Notices will be sent to homeowners on the list to alert them so they can remove cars from their garages and driveways.

### Property Manager's Report

- **Tree update:** Two white pine trees and scrub trees along the fence line on the south side of the property, near 1932 Maple Circle, were removed. The pines were not faring well, due to soil made acidic by a nearby black walnut tree. Two trees will be selected to replace the pines that were removed.

Tree work on Meadow Point property was scheduled to be completed in one day, but due to weather, work was interrupted. The work, to include tree trimming, is expected to be completed the first week of August.

At that time, a large locust tree with a limb hanging over 2022 Maple Circle will be removed. It will require a bucket being brought in. The tree will be replaced with another tree.

A sugar maple tree near 2030 Maple Circle will also have to be removed, Gisch said.

- **Stump removal** will be done on another day by a different crew.

### **Old Business**

- Requests went to homeowners to address certain issues of maintenance and landscaping on the property. A clarification was made regarding board approval for landscaping. Approval is only necessary for landscaping be done in the common area—more than 30-inches from a homeowner's house. In addition, landscaping in the common area must be maintained by the homeowner.
- Also, it was noted by the board that some decks need skirting. Gisch clarified that it is necessary only on low decks that he would not be able to access. The skirting is meant to deter animals from crawling under decks, and if the decks are too low to access, animals can create problems, especially if they die under the deck.
- A problem remains with one unit that has left a screen window propped against the house. A second request will be made by Milburn to homeowners to remove it.

### **New Business**

- Homeowner at 2004 Elm Circle has requested that a tree hanging over the deck be trimmed. It will be added to the list of trees to be trimmed or removed.
- A request was made by a homeowner for a copy of a 2020 FEMA report that excludes Meadow Point property from flood plain designation. (A copy of the report was emailed to those whose addresses were affected at the time it was completed.) The report will be emailed as requested.
- An information packet was delivered to a new homeowner at 1910 Elm Circle.
- The unit at 2021 Elm Circle may be ready to put on the market by the end of July.
- A homeowner requested all board members be designated on the Homeowners Phone List emailed to residents.

**Meeting adjourned** at 6:48 p.m. Motion to adjourn by Freise, seconded by Pockrandt.