



**Squire's Grove
Management Association
Meeting Minutes
4 13 2010 SGMA Meeting
Parkview Room Elm Grove Village Hall**

Call to Order: 6:30 PM

In attendance: Rick Ormsby: SGMA President
Frank Falsetti: SGMA Secretary
Scott Wozniak: SGMA Treasurer. (scott@chronmail.net)
Terry Tobin: SGCA Vice-president
Kathy Sheeley (SGCA Treasurer)
Marcia Clafford (SGCA)

Establish Quorum: Yes

Not a Public Forum: The purpose of this meeting was to meet representatives of R.A. Smith and Associates to discuss the development of a proposal to map the Squires Grove Water infrastructure. The Board is not aware of any map that shows the current system. It has been recommended that we establish a clear understanding of the infrastructure for our records. This will help in future maintenance of and the monitoring of the system. An accurate map would clearly help in a time of repair by helping locate the area of damage faster to minimize water loss or further damage to the infrastructure.

This spring meeting will also bring the opportunity to review any other old business.

Old Business:

Eric Landscaping Contract: Eric Winberg Terry had a copy of Eric's contract for 2010. Scott will sign it and return it to Eric after the two of them review a couple of items listed. There are 3 items or \$1,045 in fees that **Scott** will validate with Eric that Board members questioned. They include \$450 for pruning the Cul du Sacs, \$250 for spraying the weeds in the Cul du Sacs and \$345.00 for Hand weeding in the Cul du Sacs. Scott will find out why Eric is billing for that when other Board members stated Eric's does not do these items. Scott will ask about these items and get Eric to either remove them from his quote or assure Scott they are being taken care of.

Insurance Document: Jim Nortman Robertson Ryan & Associates

Jim dropped off a document to FF that needed to be filled in by Rick and signed. **Rick** will do that and return it to Robertson Ryan. The Insurance Policies approved by the Board at the March 3rd meeting went into effect March 1st.

Pond Restoration work for 2010

At the March 2, 2009 meeting 2 action items were discussed for work around the pond. The Management teams want to get this work completed this year.

1. From the March 2009 Pond committee report it was suggested that Outflow Management be addressed. The Board wanted to begin the work near the bridge on the North end of the pond which is overgrown with grasses. Scott will work to find a contractor who can clear the grasses, install a heavy landscape cloth and install stone “rip rap” over the cloth. Lake and Pond Solutions was suggested by the committee to estimate the cost of this work. **Scott** will work with RA Smith to see if they know of another contractor who could do this work in coordination with the DNR.
2. Terry had a quote from Tall Grass Restoration for pond shoreline restoration work. **Terry** will invite Jordan Rowe to our next meeting on May 18th at 6:45 to discuss how Tall Grass will do this work. Jordan will have a chance then to review the cost and present a cost for the work.

Mailing the Water Bills for 2010: **Don Hinkle and Scott** will meet in May when Don returns from vacation. They will get the bills out to all users of the Water System at that time. Scott will e-mail the balance of the Water Trust funds to Rick and Kathy.

Meeting with Hinkle and Management Association on Accrual Process: **Scott and Rick meet with Don** to discuss how the Accrual Process is working they will invite Kathy to see if she is available to attend. Scott expects that annual review meeting to take place in May. The balance in our accounts and current statements will be provided for review.

Painting the Pump House Brick: **Terry** will pursue an estimate on painting the brick on the pump house to a more complimentary color. Terry will present 2-3 proposals for review and vote at the May 17th meeting.

Pump #2 Repair Questions. The cost of the Pump # 2 replacement was \$31,000.00. Scott will double check and confirm the warranty conditions on the work. **Scott** will also contact Jim Nortman of Robertson Ryan and provide him a list of equipment installed so the Insurance Company has accurate records of what is actually installed in the Pump House. Bill and Scott will document the other equipment in the pump house for the record. Scott also will compare the specifications from the installation to the original specifications to confirm that what is installed meets our needs.

Terry will get quotes for the lawn repair at the pump house from the installation of pump # 2. We can vote for approval of the work at our next meeting.

New Business:

Approval of the Marine Bio-Chem proposal for routine pond maintenance for 2010. Proposal # 2010-13741 for \$4,239.00 + \$55 for processing. Craftmaster our previous supplier is no longer in the business. Marine Bio-Chem had worked for SGMA in the past. In the 2010 budget we approved \$5,562.00 (Squires Grove Management Association 2010 Maintenance Line Item).

MOTION: To go approve Marine Bio-Chem proposal # 2010-13741 for routine Pond maintenance of \$4,239.00 plus \$55.00 for processing Frank

Second: Terry

In favor: All

Opposed: None

MOTION APPROVED

R.A. Smith Associates Mike Steiner and Chris Hitch presented their firms capabilities to the board. They explained the Location and Mapping the Water System service and we discussed how they would approach the job. Other potential services were discussed that would help the management association with long term evaluation of the system.

Scott will meet with Mike and Chris on site to review all the current documents we have so RA Smith can finalize a proposal for our next meeting.

Next Meetings:

May 18th, 2010 at 6:30 Pm. **FF** Reserved a room at Village Hall. I will confirm which location by e mail.

6:30 gather.

6:45 Tall Grass restoration.

7:15 Reukert & Mileke interview.

7:45 Don Rens of Municipal Pump and Well

8:15 Review second meeting between Scott and RA Smith on mapping the system.

Update the financial statements and balances after May meeting with Don Hinkle.

September 21st at 6:30. **FF** reserved a room at Village Hall. I will confirm which location by e mail.

For 2011 Budget review and to establish our budget for presenting to Condo and Home owners in their fall meetings.

Adjourn 8:45.