



**Squire's Grove
Management Association
Meeting Minutes
8/30/2011 SGMA Meeting
Reinders Room Elm Grove Village Hall**

Call to Order: 6:30 PM

In attendance: Rick Ormsby: SGMA President
Jill Munson: SGMA Treasurer
Frank Falsetti: SGMA Secretary
Teri Tobin: SGCA Vice-president
Kathy Sheeley: SGCA Treasurer
Sue Warzala: SGCA

Establish Quorum: Yes

Not a Public Forum: The purpose of this meeting was to review the status of previously discussed initiatives and assign “champions” to getting the work started.

New Business:

The Board closed the 2010 **financial statements** and reviewed the current 6/30/2011 statements. We reviewed all the current balances and the up to date cash disbursement statements. We did review the history of Freyberg & Henkle preparing our financial statements.

Kathy did express a frustration with the time it takes to get these statements. It is unacceptable to have statements on 6 month intervals only. Don, Rick and Jill will work to make the statements more accessible. Kathy was requested information showing the opening balance for the new US Bank account, and the most recent cash disbursements journal. Rick will provide that documentation for the Board.

Jill requested that Don e-mail her a note before he pays all bills for SGMA, SGHA, and the SGWT so she can better track our bills. Jill requested he send a scanned attachment of the actual invoice for her record keeping.

Don Hinkle indicated to Rick that this arrangement is still working out for him. Although he is gone various times through the winter, as long as his health is good and he is not “pressed” with other matters, SGMA will rely on his firm’s services for our Accounting. Rick asked Don to provide him the name of the backup person to contact when Don is away in case we have an urgent matter to resolve. The Board did note that we may need to consider alternatives to Freyberg & Henkle in time in case Don’s arrangement with SGMA changes.

MOTION: To accept the 2010 Financial Statements as reviewed by the Board today,
by Kathy.

Second: Terri

In favor: All

Opposed: None

MOTION APPROVED

Rick introduced his first attempt at a **2011 Budget**. We reviewed each line item on the accrual strategy. The Board also discussed items to consider for the new budget. Listed below are things we discussed and how to address them in the budget. These are discussion items only at this point.

Energy costs for the pump house will continue to increase, (+5% estimated).

Fire hydrants leak and replacement parts are no longer available for some of the ones we have. The Elm Grove Fire Inspector asked SGMA to begin the process of painting our free hydrants. The hydrants all work and were tested by Municipal Pump & well this summer. It has been estimated to cost \$3,500-\$4,000 per fire hydrant to replace.

The two bridges around the pond are falling into disrepair. We will need to get replacements engineered and built in the next couple of years before they become a safety hazard. FF knows of an engineering firm that will estimate the engineering costs and FF will get a price for the rebuilding of the structures. This may include DNR opinion because of the pond drainage.

The path around the pond is in disrepair. Terry will contact Merritt Asphalt and get budget numbers for two options, #1 seal coating the path, or #2 adding a new layer of asphalt with a minimum thickness.

We will pursue options on our **landscaping** next year. Trees on the Move have expressed interest in pricing the snowplowing and lawn maintenance for the SGCA. We will pursue a competitive price on Eric's work. There are several **tree stumps** that should be removed on the north end of the pond. A group of homeowners have requested discussion of "grooming" the north end of the pond be considered.

The **holes in the grass** around the pond are a safety hazard. The muskrats and water runoff have created holes that need to be filled in the 2012 budget.

The **pond restoration project** will be seeded next year. We will need to budget a price for watering the seeded areas if the weather doesn't cooperate with rain. It was discussed that with the investment we are making to seed the pond, we should have dollars available to make sure the plantings thrive if it's dry next summer.

A **water conservation/education plan** should be considered. The metered water usage is the highest of any system maintained by Municipal Well and pump. In 2010 the total gallons pumped from 2 wells was reported at 22,798,940 gallons. That quantity is estimated to be 4 times the amount used per person according to information provided from www.drinktap.org. Based on 70 gallons of water used per person our consumption

should be closer to an average of \$15,000,000 gallons. The benefits to the pump house mechanical system would be less wear, tear and replacement of costly mechanical parts. At the request of MWP we need to consider changing to a **more automated mechanical system** in the Pump House in the next couple of years. Electrical upgrades, more automated systems in case of power loss, equipment failure and upgraded meters are all important features we need to consider replacing.

We talked about what if it is important to “**close the loop**” on the water infrastructure. This would be a large project that would result in providing more options for the SGWT in managing a backup system in the case of a catastrophic system shutdown with the current one directional flow from the pump house.

Old Business:

Still no replacement for the W2 Group hired. The Board has been actively involved in learning how the system works since W2 stopped servicing us. We have been managing the day to day workings of the SGWT making sure we understand how it operates. The search for a replacement is ongoing.

The pond restoration project is proceeding with the application of herbicides to kill the weeds.

The RA Smith Water system report is close to being completed. City Water is completing the testing of values. The mapping work is done. When the project is completed the report will be posted in the pump house and made available for residents. FF is monitoring its completion.

Next Meeting: November 7th, 2011 at 6:30 Pm. **FF** Reserved the room.

Adjourn 8:30 Pm.