



**Squires Grove Management Association  
Meeting Minutes 3/19/2014  
Submitted by Frank Falsetti  
Secretary SGMA.**

In attendance:

Jill Munson: SGMA Treasurer

Frank Falsetti: SGMA Secretary

Teri Tobin: SGCA President

Sue Warzala: SGCA

**Not a public Forum**: The purpose of this meeting was to continue the 2014 year with a review of business from the 2/24 meeting and continue discussions on SGMA and SGWT. Business will include an update, review and recommendation to correct the remaining deficiencies from the DNR survey report of 3/20/13 as presented by Mark Spicer. Jim Nortman of Robertson Ryan was invited to attend the meeting to review the SGMA and related board's current Insurance needs. The meeting was called to order at 6:30 Pm

**Motion**: To accept the last set of Meeting Minutes dated 2/24/14 by Teri Tobin. Seconded by Jill Munson. Approved by everyone.

**New Business**:

Jim Nortman was our invited guest speaker to discuss Robertson Ryan & Associates Summary of Insurance for SGMA and to suggest improvements for 2014. Jim presented the document and each summary page was reviewed.

The Board decided to get a **Certified Insurance Appraisal** for the replacement value of the pump house mechanicals. Under our current insurance we are covered for \$150,000. No one on the Board knows what the replacement value is so it's seemed to make good sense to get the value from Dennis Peterson from the General Adjustment Bureau. Dennis is a CIA.

**Motion**: To have Dennis Peterson provide a Certified Insurance Appraisal for the replacement value of the pump house to include all mechanicals, underground piping, reservoirs and pumping equipment. At a not to exceed price of \$500.00 Mr. Nortman will arrange with Teri Tobin. Motion by Frank Falsetti, Seconded by Teri and approved by everyone.

The Main Insurer is the SGMA and secondary Insured are SGWT, SGCA, and SGHA.

Jim suggested we consider bumping our **Employee Dishonesty Policy** from \$25K to \$100 or \$150K. Jim will send quotes to Teri for review at the next Board meeting on April 2<sup>nd</sup>.

Jim noted **HOW IMPORTANT IT IS that for each contractor, engineer and consultant we work with, they must provide a copy of their insurance certificates for us to have on file.** Because we do not have workers comp. insurance. The Insurance Policy must name SGMA, SGWT, SGHA & SGCA as additionally insured entities on the policy. Teri will get the policy from Trees on the Move. Rick will get from Municipal Well. If they do not provide it we should not contract with them. "FROM DOLLAR ONE" be covered.

Jim will report to Teri the meaning of Page 9 on the Commercial Property XC+ endorsement. Jill noted that under **Paved Surfaces coverage** (the path and bridges) that Excluded causes of loss Item a, 1-5 & 6 are exactly what the problem is around the pond and we need insurance for to cover earth movement, water & wet or dry rot.

**Mark Spicer** was our invited guest speaker to review the ongoing Water System evaluation and work proposed for 2014.

On 10/8/13 The State of WI/DNR issued the SGWT Drinking Water Sanitary Survey Report. 7 deficiencies were identified, 4 recommendations were issued. Mark Spicer has scoped the differences between the two quotes received to repair the remaining deficiencies before the June 30<sup>th</sup> DNR deadline. Mark recommended The Municipal Well and Pumps (Andy Stelsel) quote dated 10/30/13 and totaled \$15,640 based on his more detailed review with both estimates and his evaluation of the responses from Fred Douglas. All agreed Municipal Well has consistently served the best interest of the SGWT, SGMA, SGHA and SGCA.

**Motion:** To accept the proposal from Municipal Well & Pump to correct the remaining deficiencies identified in the 2013 DNR Water Sanitation Survey report for the quoted price of \$15,640 dated October 13<sup>th</sup> 2013. Motion by Frank Falsetti, Seconded by Teri and approved by everyone.

Mark agreed to contact Fred and Andy to inform them of the acceptance of their proposal and to call Water Well Solutions to let them know of our decision. MWP & Pump will seek the proposal to be signed by Rick.

One of the recommendations was to **paint the pipes** to prevent additional corrosion. Mark received two quotes for doing this. TA Mason quoted on 12/16 for a cost of \$3,376 plus an option for \$715= \$4,091 to paint the tank in the pump room. Hess Sweitzer quoted on 12/19 for a cost of \$2,450 + \$1,575 (Floor) + \$1,620 for the tank = \$5,645. At this meeting SGMA decided to wait until the April 2<sup>nd</sup> meeting to vote on the painting to assure we have the funds available to complete this work without any assessments.

The Board asked Mark to start acting on the AECOM investigation of a **system leak** from spring of 2013. Mark will contact Fred Douglas who initiated conversation about a means to find the closest water system shutoff locations. Mark will research the cost involved in getting this fixed and the best way to notify affected residents.

**Booster Pump #1** is in need of repair. It is 10 years old. Municipal Well and Pump provided a quote dated 2/7/14 for the cost of \$11,040.00. With the motion to go ahead with the DNR deficiencies it is a good time to take advantage of MWP being on site to complete this work at this time. The Board will hold on voting on this work until the April 2<sup>nd</sup> meeting to assure the funds are available. The Board did decide it seems prudent to replace the pump with a new one rather than repair the existing pump for the third time and hope it lasts.

Discussion on how to proceed with the Path and Bridge repair work was postponed until the April 2<sup>nd</sup> meeting.

**Next Meeting: Wednesday April 2nd 2014 at 6:30 Pm.**

Teri has invited Trees on the Move to Attend at 6:30 for a review of their contract.

Frank has invited Dave De Angelis to attend to meet the Board and update us on Brookfield Water access.

Continued discussion Our Insurance questions from the 3/9 meeting..

Continued discussion on pump house and leak repairs. DNR compliance update.

Selecting a Painting Contractor for the interior pipe clean-up.

How does the Board want to proceed on the Bridge repairs or replacements?

Discuss the path repaving/resurfacing project.

Marine BioChem introduction to the Board??? Rick to invite them.