



**Squire's Grove
Management Association
Meeting Minutes**

9/24/07

Study Room Elm Grove Library

**Next Meeting: 11/5/07 6:30 –9:30
The Parkview Room in The Village Hall
Reserved by FF on 9/27.**

Call to Order: 6:45 PM

In attendance: Rick Ormsby: President
Scott Wozniak: Treasurer
Frank Falsetti: Secretary
Mary Klein.
Glenn Ehnert

Establish Quorum: Yes

Public Forum: No public forum this evening. Establish protocol for future meetings. Rick will develop a form for submittal by interested parties to present an issue to the Squires Grove Management Association. The form will be available on the Squires Grove web site www.squiresgrove.com to facilitate presentation to the Squires Grove Management Association. The form will be sent via e-mail to Board Members for review and approval at our next meeting.

Approval of Last Meeting Minutes

Motion to Accept: Rick
Second: Glenn
In favor: All

Opposed: None

Treasurers Report: Scott Wozniak

The 6-month report dated 1/1/07 through 6/30/07 was presented for review. Freyberg & Hinkle prepared the report. It includes expenses and revenues for both The Water Trust and the Management Association.

Rick asked Scott that the format of the report be improved by adding a column that allows for a brief description of any expenditure. Mary commented that the Condo Association has a simple format that highlights normal operating procedures. Expenditures are broken out for easy review. It was agreed that Mary would share this format with Scott and Rick to see if SGMA could adapt the same format.

Don Hinkle suggested to Scott that both the SGMA Baird Account and the Water Trust Baird Account be merged into one. Rick will check the by-laws to see if that would be allowed. All agreed Don's suggestion might not be the best solution.

Motion to Accept the Report: Glenn

Second: Frank

In favor: Rick, Frank, Glenn, Scott.

Opposed

Abstained: Mary.

Water Trust Report: Scott Wozniak

Scott met with representatives of the DNR (Annette & Chad) and Dick Milaeger of Municipal Well & Pump at the well to complete the on site inspection required by the DNR. The DNR report (Dated 6/29/07) was returned to Scott.

The DNR identified zero "Significant Deficiencies".

The DNR identified nine "Deficiencies". Scott reported that six of the nine have been resolved. The three remaining "deficiencies" **are required** by the DNR to be repaired by 12/31/2007. Municipal provided a quote for the repairs.

1. Well # 2 Water Meter needs to be brought up to code.
2. The Reservoir must be emptied, cleaned and inspected. (Every 5 years)
The last time this was done is believed to be 2002- Rick is looking for verification from the last report.
3. The hatch to the well requires a lock be installed for security.

The cost to complete this work is \$17,976.00.

Municipal recommended three additional repairs that will require resolution soon.

1. A new Air Compressor System installed to facilitate proper maintenance of the well. We are currently using a borrowed air compressor
2. The Alarm System has an antiquated mechanical float mechanism and should be replaced with an electronic system.
3. The location of all Curb Stops should be identified.

The additional cost to complete this work is \$21,559.00

Rick asked Scott to see if our previous contractor Layne would provide an alternative price for this work. Scott reminded Rick that after 2002 Squires Grove stopped using Layne because of their lack of interest in our Water Trust. Squires Grove switched to Municipal because of Layne's lack of response, poor reliability and high pricing. Scott reminded the Board that the size of our Water Trust is so small compared to other Municipalities who command more attention and better prices from suppliers. Scott highly recommends we work with Municipal because of their attention to our needs and

their experience servicing it. Scott will look for other options for pricing and report back to the Board via e-mail for action.

There is no map of the Water System to facilitate a proper maintenance schedule and for ease in locating system parts during future maintenance repair. At some point we recognized that there would need to be a map of the complete Water System.

Motion was made to accept the Report and to resolve to complete the three DNR mandated repairs before the end of the year with the stipulation that additional pricing will be requested from Layne. A vote will be taken after Scott's investigation of additional pricing via e-mail. Rick.

Second: Glenn

In favor: Rick, Mary, Frank, Scott.

Opposed: None

The DNR Report will be posted on the website for Member viewing.

The DNR Consumer Confidence Report (CCR) reporting on the quality of our drinking water. It lists all the testing done on the well throughout the year. We received the 2006 report as the report is always delivered on last year's results. The Lead content was noted as "exceeded action level, must take action to reduce". Scott is checking on the interpretation of this measure as it was recorded that there were no reportable exceeded deficiencies and will report back to the Board.

The Consumer Confidence Report will be posted on the website for Member viewing.

Mary noted that the Condo Association has made its quarterly payment through the 3rd quarter of the year.

Scott presented a Squires Grove Management Association & Water Trust Budget for 2008. The report compared 2007 expenditures and budgeted any overall increase of 6.4% Increase for 2008 on the yearly owner dues to \$146.79. Included in the fees is an increase in Eric's Landscaping fees of \$550.00. Rick recommended we seek bids for this work. Mary and Glenn strongly appealed to continue Eric's work. The Condo Association is very pleased with Eric's work. The Board decided to look at providing alternate bids for this work next year.

Motion was made to accept the 2008 Budget as presented: Frank

Second: Glenn

In favor: Rick, Mary, Frank, Scott.

Opposed: None

Motion was made to continue Water Trust Consulting relationship with the W2 Group for the time period through 12/31/07 until such time the DNR work is completed and a vote can be taken for an annual contract: Rick

Second Frank

In Favor: Rick, Mary, Glenn.

Opposed: None

Abstained: Scott.

Condominium Directors Report

Glenn reported on the grading concerns between Squires Grove Condominium and the construction work being completed to the south. Mike Flaherty (Director of Public Works for Elm Grove) met with Glenn and Mike sees no problem with how the grading has been completed. Glenn would have preferred the grading work would have been completed closer to the culvert thereby eliminating a bend in the water flow. Glenn reported the grading is acceptable to Squires Grove Condominium Association.

Homeowner Directors Report

Scott reported all homeowners have paid their dues.

Committee Reports

Rick reported that he would like to change the Committee establishment language to read, "No less than one and up to two Committee Members from each Homeowner and Condominium owner Associations, with a third party expert if available. These members should not be Members of the Management Association Board unless there are no Association Members willing to accept responsibility" be established for all Committees structures.

The Pond Committee is being established. Both Tom Marek and Jerry Mayhew will represent the Homeowners Association. The Condominium Association will seek two representatives for the committee. Mary and Glenn will ask Condo Owners to be come involved. A vote on the formal establishment of this important committee will be held via e-mail once the Condo reps have been identified.

It was recommended that a 3rd Party pond expert be found to assure we meet and needs of the DNR or the Village of Elm Grove as we move to improve the pond grounds. It was recommended that a list of "guidelines" be established for keeping the pond in remarkable shape.

Glenn submitted a report summarizing his inspection of work to be completed around the pond. There are 22 items Glenn sees as necessary to improve the pond area. Most of the work requires trimming of branches, bushes and landscaping. All items were taken under advisement and will be presented to the Pond Committee for resolution.

Mary asked if there were any records of the property lines around the pond. It is not clear what is the common property vs. the private property. Scott said he would look into this matter and see if the village had any documentation for the Board to have on file.

A Welcoming Committee for new homeowners and condominium owners is being established. Trish Ormsby and Cheryl Gehringer will chair that committee.

Old Business

Rick noted that the current By-Laws state that all owners who have paid Management Association fees are to be credited for the next year annual Management Association fees should “excess reserves” be available from the current years budget. This has not occurred in previous years. Rick is making everyone on the Board aware of this By-Law as we move forward. It was suggested that as we work hard to establish a more accurate budget so this should become a mute point. If there is “excess” it will be credited back to Association Members towards the next years’ dues.

Rick reported that Association Members are eligible to receive documents of Association records under the guidelines of the by-laws.

Motion that any future letters to any Board Members individually or to any Association or Committee will be published along with the appropriate response to that letter on the Squire Grove website for Association Member viewing. Rick

Second: Frank

In favor: All

Opposed: None

New Business.

The Board had a discussion regarding last years vote on the Water Trust and the establishment of an “adequate” reserve for unanticipated expenses. We discussed how current day-to-day maintenance concerns with Water Trust are properly funded and that managed well. The “reserve” side of the equation is of concern to some members of the Board.

The Board agreed to keep this issue at the forefront of our discussions as we head into next years budget. The Board will consider whether or not we present another vote at next spring’s Annual meeting. It was suggested a Committee be formed to address longer-term goals and objectives.

Next Meeting on 11/5/07 @ 6:30-9:30PM

Parkview Room in the Village Hall.

Reserved by Frank Falsetti on 9/27.

Adjourn – 9:45 PM