

Woodlands of Livonia Homeowners Association

Minutes of Board of Directors Meeting 04.11.16

Location: Arlis Olson Residence
Convened: 6:35 p.m.
Adjourned: 8:10 p.m.

Present: Ken Grasso (Vice President), Doug Charron (Director), Marvin Miller (Director), Paul Erickson (Outgoing President), Scott Fildes (Treasurer) and Arlis Olson (Secretary).

Notes: Agenda Items appear in large boldface type. Information, Discussion and Decisions sections appear in bold. Abbreviations are as follows: HOA- Homeowners Association, HO- Homeowner, BMC-Board Member Charron, BMG-Board Member Grasso, BMM- Board Member Miller, TF-Treasurer Fildes and SO-Secretary Olson.

Review of Minutes

Decision

- Motion by BMG to approve minutes of the 03-17-16 Board meeting; second BMC, carried unanimously.
- Motion by BMG to approve minutes of the 03-22-16 HOA Annual Meeting; second BMC, carried unanimously.

Treasurers Report

Information

- TF gave a review of HOA expenses for January – March 2016 vs. budget; the status of checking and money market accounts and projections for cash flow through the upcoming months. The HOA is well situated at this time to handle anticipated expenditures.
- TF reported that the current receivables total \$3,484.75 which relates to 15 residents/property owners that have not paid their 2nd Quarter dues. Late fee notices will be going out shortly.
- TF reported that the payable of record (exclusive of auto-pay items) is Verde Plus Lawn Care - \$753.41 for the remaining portion of the holiday lighting fee which will not be paid until the lights are removed.
- TF indicated that just prior to the meeting, BMG submitted a receipt in the amount of \$18.88 for light bulbs he purchased and installed in a HOA entrance building. TF requested approval of the expenditure.

Decision

- Motion by BMC to approve payment to Ken Grasso - \$18.88 for light bulbs for a HOA entrance building; second by BMM, carried unanimously with BMG abstaining.

Designation of Board President & Vice President

- The Board appointed Ken Grasso as President and Doug Charron as Vice President for the upcoming year.

Regulatory Sign Modification Status

Information

- BMC indicated that he had an informal conversation with a Livonia Township Supervisor that suggested an alternative method of making the HOA sign posts “break-away” was possible— basically drilling a series of smaller holes in the posts rather than 3” holes. Since our posts are only 6” posts, he felt this would be a better method.

Discussion

- Discussion ensued regarding being in compliance with the MNDOT guidelines (3” holes) and any potential liability if we used an alternative method and there was an incident where the post didn’t break-away properly. It was suggested that the HOA submit a letter to Livonia Township outlining the alternative method and requesting written approval of same. BMM indicated that he had contacts within MNDOT that he will call to discuss this matter and try to get some direction on our options. BMG will also contact the Township and continue discussions with them. BMC will work up a sample of the alternative method of compliance.
- The Board also discussed the impending street sign compliance with MNDOT requirements. Livonia Township has offered to provide a sample of the new style of sign that we could use to see if we could incorporate that type of sign into our current configuration. BMG will inquire about getting the sample sign.
- There was further discussion on the overall current HOA regulatory & street signage and the impact of the MNDOT requirements. Initial compliance & ongoing maintenance impacts with the requirements has the potential to be quite costly. There was general consensus amongst Board members that it may be in the best interests of the HOA to pursue keeping the regulatory signs & posts as they currently exist, but to turn the street signage over to the Township. The 5th Addition currently has the “standard” Township street signage. This will be discussed further at subsequent Board meetings and likely the Township. It was also suggested if the Township did take over the street signage; the Board would explore with the Township the idea of painting the posts green.

Discussion re: Forestry Management

Information

- At the HOA Annual Meeting on March 22nd a guest speaker, Gina Hugo, a Resource Conservationist with the Sherburne Soil & Water Conservation District gave a presentation regarding a disease that is common in pine trees that are growing in close proximity to each other. That situation occurs in our development. Her research into the Woodlands development area lead her to believe that in certain portions of our development pine trees were planted at very close spacing to control erosion. Close spacing of pines is not sustainable, pure stands require thinning periodically to ensure that remaining trees have enough soil moisture to grow with vigor and be resilient to insect and disease problems. Thinning apparently never happened and as a result, the trees are now afflicted with disease and insect pests. Without management they will continue to decline. Gina also discussed the management of oak wilt (the necessity of early detection and implementing appropriate

action), invasive species, such as buckthorn, effects of climate change on tree species and different types of trees that can be planted and expected to thrive in our area. An economical method to introduce different species of trees in to the development would be for homeowners to plant 2 or 3 bare root trees (the 6-7' trees available at local nurseries in the early spring) each year that will ultimately develop into a more diverse forestry. She commented that we have a wonderful asset in the Woodlands and we need to be proactive in order to preserve our wonderful area. While she is certainly available as a resource for our development, she suggested that we may want to consider forming a resident forestry committee and/or retaining a forestry consultant to survey the whole development and prepare a plan to address any immediate issues, prioritize management and create a long-term strategy to ensure the continuation of "woods" in the Woodlands. Subsequent to the Annual Meeting, Gina contacted some of her colleagues regarding her observations and assessment. They concurred that the unmanaged pines are the greatest forest health problem. They also provided some preliminary information regarding potential grant monies to offset a logging operation.

Discussion

- Board members agreed there appears to be a definite concern and issue with the pines in the development; however, it is not an easy matter to resolve. The development is comprised of 110 individual lots and HOA common areas. The common areas could be addressed by the association, however, all individual home/lot owners would have to "buy-in" to any association wide management plan and be responsible for any costs associated with their property. Volunteers for a resident forestry committee will be requested for input on the issue and this whole issue will be the subject of continued discussion.

Miscellaneous/Informational Items

- a) Clean-up Day—Last year approximately 60CY of mulch was distributed in the HOA common areas, but not all areas were covered. BMG volunteered to conduct a survey of the common areas and prepare an estimate of what might need to be done this year.
- b) Painting Projects
 - i. Covered Bridge—It has been several years since the Covered Bridge has been painted. Once some consistent warmer weather occurs, a request for volunteers will be made to accomplish the work.
 - ii. Pavilion—There are certain areas on the Pavilion (primarily the fascia) that needs to be taken care of. SO indicated he will review the work and likely take care of the touch-up.
- c) Architectural Committee files—Outgoing HOA President Erickson passed on the Architectural Committee files to current President Grasso.

Email Motions

- Motion by BMC on 04-14-16 to approve payment to Auto-Owners Insurance - \$4,193.79 for the annual renewal of the HOA property & liability insurance; second by BMG, carried unanimously.
- Motion by BMC on 04-18-16 to approve payment to Verde Plus Lawn Care - \$753.47 for the remaining portion of the 2015-2016 holiday lighting; second by BMM, carried unanimously.

- Motion by BMC on 05-03-16 to approve payment to Hemmelgarn Woodworking - \$200.00 for (5) mailbox assembly deer sculptures; second by BMG, carried unanimously.
- Motion by BMC on 05-10-16 to approve payment to Brian Humphrey Construction - \$517.66 for mailbox assembly assessment, repairs & materials; second by BMG, carried unanimously.
- Motion by BMC on 05-10-16 to approve payment to Allied Blacktop Company - \$2,620.00 for the annual spring street sweeping; second by BMG, carried unanimously.
- Motion by BMG on 05-18-16 to approve payment to Great Northern Landscapes - \$838.98 for the start-up of the HOA irrigation systems, installation of pond fill pumps and repair of damaged irrigation heads; second by BMC, carried unanimously.
- Motion by BMG on 05-27-16 to approve a proposal from IDI (Dave Arvidson) for 2017-2020 snow removal services, second by BMC, carried unanimously. The Board will meet with Mr. Arvidson to work out the terms and conditions for the new contract at the next Board meeting.
- Motion by BMG on 06-01-16 to approve payment to Accurate Electric - \$160.00 for electrical repairs to a 5th Addition post receptacle and the fountain control circuit at the County Road 4 entrance; second by BMC, carried unanimously.
- Motion by BMG on 06-01-16 to approve payment to Johnson Bruns & Co. - \$700.00 for the 2015 HOA financial records review; second by BMC, carried unanimously.
- Motion by BMC on 06-05-16 to approve payment to Laurie Grasso - \$3,600 for the April/May gardening services and purchase of the annual plants; second by BMM, carried unanimously with BMG abstaining.

Meeting Adjourned at 8:10 p.m. 04-11-16

Minutes prepared by Arlis Olson, approved on June 7, 2016 by:

Ken Grasso
 Doug Charron
 Marvin Miller

