



BOARD OF DIRECTORS MINUTES  
The Villas at the River  
Homeowners Association

**December 17, 2019**

Call to order at 9:58 AM at the Clubhouse by Mary Huber. Quorum determined. The minutes from the November 13<sup>th</sup> meeting were approved as posted.

In attendance were Jean Bloomquist, Sandi Coons, Julie Crane, Mary Huber, Jackie Seib and Pam Fetke, Property Manager.

Others in attendance were: Earl Misch, Maggie Johnson, Betty VanBuskirk, Mark Coons, Mark Carlock, and Rick Seib

**Treasurer's Report with Special Guest Mark Giffels:**

Mark Giffels of CooperBoettger PLLC presented the independent accountants' review report for the year ended 2018. Their conclusion found that the financial statements are in accordance with a cash basis accounting framework, and they did not find any material modifications needing to be made to our financial statements. A motion was made, seconded and approved to accept the report as written.

**President's Report:**

Update on Utilizing ALC services for Contracting Services – The Board continues to have ongoing discussions with Frank Petrowski of ALC Maintenance regarding our need for a manager/central point-of-contact to oversee the larger complex infrastructure common area elements that require expert coordination for repair or replacement. Mary distributed a proposed list of common elements which could potentially be managed by ALC. Examples include the Sewer System and Lift Station, Water System, Wells, Ponds, Roads, etc. There are still many details to be worked out

before any decision or vote. Today's discussion was an interim update with more discussion to come.

**Vice President's Report:**

No new business to report.

**Secretary's Report:**

No new business to report.

**Member at Large's Report:**

Julie Crane is resigning from the Board with plans to move in the near future. According to our Bylaws, the Board is authorized to appoint a successor; however, we are waiting for clarification from the attorney regarding the duration of the appointment. The motion to approve Earl Misch to the Board was made, seconded and approved with 2 different end dates (either 6/30/20 or 6/30/21) pending clarification from our attorney.

We thank Julie Crane for her years of service to the HOA and to the Board. We thank Earl Misch for stepping in as Julie's successor and welcome him to the Board.

The date for taking down the Christmas decorations at the Clubhouse will be Monday, January 6 @ 10:00 AM. Residents are invited and encouraged to come help.

Update on the Mailbox and Condo ID project - The Mailbox and Condo ID proposal was approved at the HOA Board meeting on 9/25/19 pending financing approval within the Capital Reserve funding plan. Today, the Board gave its final approval to proceed with this project in 2020. Earl Misch assumes the Board Chair position on this committee to replace Julie.

**Property Manager's Report:**

Pam is working with CID (Consider It Done) on finalizing proposed projects for 2020.

VC Sales have completed realignment of gutters at 2781 Villa Lane and Bldg. 19 on Riverview Lane. Additional downspouts were added to each unit in

Bldg. 19 to mitigate runoff over the gutters. Work will resume when weather permits.

A motion was made, seconded and approved to reimburse co-owners who are allowing us to connect to their electricity to power the Christmas lights at the entrance of West Villa Lane.

2781 Villa Lane - (9) strings of colored lights - \$15

2783 Villa Lane - (30) strings of white lights - \$25

Water was pumped off of the pool cover to keep the level below the skimmer baskets.

ALC commenced their fall start-up of the insulation improvement project on 12/13/19. The property manager will be coordinating the schedule with ALC and will contact individual co-owners as units are scheduled.

ALC has completed the vent cap replacements except for Bldgs. 1-4.

3082 Riverview Lane Work Request – The flapper in the bathroom vent is making noise. Evidently more than one homeowner has experienced this damper flapping noise throughout the years. This has nothing to do with the bathroom vent cap replacements. The new vent cap may be making the previously existing problem more noticeable but the cause is in the fan assembly and is exacerbated by wind direction. A homeowner may choose to purchase a quality replacement fan designed to eliminate damper flapping noise.

The contract for CID is in Mark Carlock's possession for signatory to finalize his independent contractor agreement.

No further reports of wild animals and damage seen since trapping was completed.

Lawn Medic (weed/feed) contract for 2020 was received, no cost increase \$2750.00

PLM Mgmt. (pond maintenance) contract for 2020 was received, no cost increase \$736.00 + state permit of \$200.00

Flood insurance policy renewals are due 12/28/19 @ \$1621/per bldg. x 7 bldgs. = \$11,347

Sue Langbehn has proposed adding protective plastic guards on the patio fence posts (similar to the mailbox posts) at a cost of \$75 per post. The posts are being damaged by weed whackers. No decision made; needs further investigation.

B&Z was contracted to clean out the storm drain on Riverview Lane at a cost of \$2,200. With the water table being so high in recent years, the ground is saturated and the leach basins fill up. It was suggested that we might want to consider connecting to the storm sewer versus having the water go into leach basins. Pam will be getting a quote from B&Z.

ALC has proposed that we need to clean out the small pond. Debris is clogging the unit causing a cavitation issue with the fountain. No decision made; need additional information including costs.

**Old Business:**

3072 Riverview Lane Backup Generator Request – The Board reviewed a drawing of the proposed location of the generator. The property manager will be following up with the co-owners with our feedback.

Community guidelines have been updated pending the reply from the attorney. We also decided to add a statement regarding back-up generators needing Board approval.

**New Business:**

The Board approved Christmas bonuses for the Property Manager and CID.

**Next Board Meeting Date:**

Tuesday, January 21 at 10:00 AM at the Clubhouse

Adjournment: 11:33 AM

Respectfully submitted,  
Sandi Coons  
Board Secretary