

**Woodlands of Livonia Homeowners Association  
Minutes of Board of Directors Meeting 8.02.07**

Location: Jim Katter residence  
Convened: 8:00 p.m.  
Adjourned: 10:45 p.m.

Present: Jim Katter (President), Scott Fildes (Vice President),  
Tom Crippes (Director), Arlis Olson (Treasurer) Jan Hewitt (Secretary)  
Path Repair Committee: Phil Hanson-present, Anders Ruikka- present,  
Dave Hewitt-present, Matt Timinski-not present.  
Web Specialist: Laurie Grasso

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 Crippes, BMF- Board Member Fildes, BMK- Board Member Katter, TO- Treasurer Olson.

## **Review of Minutes**

### **Discussion**

- A discussion of the format of the minutes took place and several corrections were made. Board Members would like email decisions added to the previous meeting minutes under the appropriate agenda item.

### **Decision**

- Motion to approve minutes of 4.26.07 by BMK. Second BMC. Carried unanimously.

## **Treasurer's Update**

### **Information**

- TO reviewed current budget and projected 2007 budget, expenses to date, accounts payable, accounts receivable. Interested homeowners may contact TO for a detailed report of any of the above.
- TO reviewed current status of overdue HOA dues cases.

Case	Status
Case 1	A 300.00 check was received of which 219.00 was applied towards third quarter dues in order to avoid incurring late fees and 81.00 was applied towards the judgment amount. The Board will now send a letter informing the HO that a Writ of Execution is going to be filed for the remaining balance of 1503.64 unless paid in full by the date specified in the letter.
Case 2	HO still owes 331.75 in past dues and late fees.
Case 3	HO has now paid past dues and late fees.

- TO reviewed that a payment of 58.00 has been received by a HO for a damaged bench.
- TO reviewed that payment has also been received from Travelers insurance for payment of a sign post.

- TO reviewed that the Audit is underway and that he has been supplying the auditor with requested information.
- TO reviewed that the bank needs minutes showing the Board approved the change to have Jim be the second signature on checks.
- TO reviewed that Joel Rademacher had been hired to service mailboxes and will be purchasing paint.
- BMC reminded Board that a decision need to be made on whether to fix the John Deere tractor and purchase snow blower attachment. The intent is to use this tractor regularly to keep our trails free of debris.

### **Decisions**

- Motion by BMF to make BMK second signature on checks. Second BMC. BMF, BMC in favor. BMK abstain.
- Motion by BMC to get John Deere fixed and purchase attachment. Second by BMK, carried unanimously.

## **Receipts for approval**

### **Information**

- Aged payables include 58.00 to BMK for bench repair, 83.21 to BMC for irrigation system repair components and rental of a landscaper edging blade-bed edger, 13.90 to TO for website hosting fee, and 2769.90 to Mulch Renew

### **Discussion**

All board members agreed that they are disappointed in work of Mulch Renew. BMK will write a letter indicating disappointment in the quality of the work as well as the fact the Board will not recommend using their services again unless there is a significant change in the near future.

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### **Decision**

- Motion by BMF to pay aged payables to TO and BMC. Second BMK. BMF, BMK in favor, BMC abstain.
- Motion by BMF to pay aged payables to BMK. Second BMC. BMF, BMC in favor, BMK abstain.
- Motion by BMK to pay Mulch Renew and send letter. Second BMF. Carried unanimously.

## **Path Committee Report**

### **Information**

- Phil Hanson summarized the work of the Path Committee as well as their recommendations.

## **Preliminary Work by Trail Committee**

Made an accounting of the trails

Mapped the trail counting cracks and measured repair areas.

Contacted five companies to get their recommendations for trail maintenance.  
Submitted specs for pricing.  
Received and reviewed pricing.

## **Trail Committee Recommendations for Maintenance and Repair.**

1<sup>st</sup> We should spray a weed killer on the grasses and weeds growing in the cracks in the path. This would stop additional cracking and will make future crack repairing easier.

2<sup>nd</sup> September/October of 2007– Make repairs to bring the trail to like new condition using Bergman Companies infrared patching system. This system creates a joint free integral patch. The area is heated with infrared unit, the old blacktop is raked and at least 20% new asphalt is added to the patch, rolled and compacted with a vibratory roller. The process takes about 15 minutes per patch. This process is unique to Bergman Companies, Inc.

The estimated cost is \$8250 for the 75 repair areas that were marked by Gary Wheaton of Bergman Companies on June 28<sup>th</sup>.

This process has been used at the Wells Fargo Bank, MacDonald's, and Menards in the Elk River area.

3<sup>rd</sup> In the spring of 2008 routing and crack filling using Astech Asphalt Surface Technologies Corporation. All the cracks would be routed  $\frac{3}{4}$ " x  $\frac{3}{4}$ " to 1"x1"x as needed. All cracks are to be blown clean by means of compressed air 125PSI minimum. All cracks are to be filled with hot pour rubberized crack filler. Traffic will not be allowed on the area until material has cured properly. The cracks will be covered with a single ply paper to prevent tracking.

The preliminary estimated costs of \$4480 based on specs from the trail committee. This should be re-quoted as some cracks might be repaired in the fall of 2007.

### **Discussion**

- BMF asked if total replacement of the trails was in the near future. Phil Hanson explained that the experts he spoke with felt that the trails are in need of repair, but not total replacement for some time. Phil also explained that total replacement also brings issues such as increasing the thickness of the trail or digging up the entire trail system.
- Anders Ruikka volunteered himself and Brian Carley to undertake recommendation number one if the Board paid for the supplies.
- Phil Hanson volunteered to contact the Bergman and Astech regarding commencing work.
- Board members requested that information about path work be included for residents in the Warbler.

### **Decision**

- Motion by BMF to accept all three recommendation of the Path Committee. Second by BMK. Carried unanimously.

## **Website**

### **Information**

- The Board invited HO Laurie Grasso to the meeting as she had expressed a willingness to look at existing website and to possibly become the new webmaster.

### **Discussion**

- Laurie Grasso examined the current website and concluded that she would be able to work with it. Laurie had questions about how the current forum was being used and if anyone knew the philosophy of why it had been started. She also said that this was the one part of the website with which she did not have experience at present.
- The Board was uncertain if the forum was used much and thought that it could be dropped until a clear need for it becomes apparent.
- Laurie volunteered to work do the following: Contact the current webmaster Paul Ludenia (former Woodlands resident now living out of state) to see if the task of webmaster could just be turned over to her, Update the current webpage, make additional improvements.
- The Board directed Laurie to use her own judgment about improvements. Jan Hewitt, Woodland's secretary agreed to work with Laurie to add some features like Board minutes and copies of the Warbler.

## **Fountains**

### **Information**

- BMC investigated the types of fountains that would be available for replacing the fountain in the signature pond. Two fountains were possibilities; one was about 3200.00 and had a much smaller spray than the one that was there before. The other for about 4000.00 was comparable to the one that was there before.

### **Discussion**

- Board members agreed the larger fountain was a better choice

### **Decision**

- Motion by BMK to purchase the larger fountain this year. Second by BMF. Carried unanimously.

## **Trails Blowing and Sweeping**

### **Information**

- IDI, the current company that does Blowing and sweeping of trails would like their contract renewed for the 2008-09 winter season. Board members agreed to table this discussion until another meeting due to time constraints.

### **Decision via email 8/14/07**

- Motion by BMC to hire IDI for 200.00 to clean trails of debris left from the storm of 8/13/07. Second by BMK, carried unanimously.

## **Fifth Addition**

### **Information**

- Some street lights are in need of bulbs.
- Fifth Addition Volunteer Day is scheduled for 9/15/07.
- A section of weeds need to be sprayed in the fifth addition.

#### **Discussion**

- BMC volunteered to contact Connexus about the Street lights that are theirs.
- BMK agreed to contact Joel Rademacher about getting a volunteer to change the light bulbs that are the responsibility of WHOA.
- TO will talk to Anders Ruikka and Brain Carley about adding this area to their path spraying project.

#### **Decision via email 9/7/07**

- Motion by BMF to hire B & B Hoffman sod company for \$1470.00. \$250.00 to bring a skid loader and scrape the area to the right height so that the sod would be even with the existing grass and \$1200.00 for having the sod work done. Second by BMK, carried unanimously.

## **List of Services Resources for HOA**

#### **Information**

- BMK requested that a directory of providers of services to WHOA be created by the WHOA secretary.
- Jan Hewitt will start to create this directory.

## **MISC.**

#### **Decision via email 8/28/07**

- Motion by BMC to pay Joel Rademacher 5.00 to repair a resident mailbox. Second by BMK, BMF abstain, motion carries.

#### **Decisions via email 9/14/07**

- Motion by BMK to pay Robin Carlson \$200.00 to purchase mums for fall planting in common areas. Second by BMF, BMC abstain, motion carries.

#### **Decisions via email 9/14/07**

- Motion by BMF to pay the following:
  - Janet Hewitt-\$43.61 for printing the Warbler
  - Joel Rademacher-\$37.40 for gasoline to blow off the streets and trails after the August storm
  - Arlis Olson-\$43.67 for Web site hosting charges, a ream of legal copy paper and another bottle of Roundup to spray around the shrubs at the 5<sup>th</sup> Add'n.
  - Scott Fildes-\$63.74 for irrigation system repair components

Second BMC, carried unanimously.

Meeting Adjourned 10:45 p.m. 8.2.07

Minutes prepared by Jan Hewitt, approved on 9.25.07

Jim Katter  
 Scott Fildes  
 Tom Crippes