

# Mariner's Cove Community Association Meeting

7 p.m. Wednesday March 24, 2021

Teleconference (Zoom link on Facebook Group)

## Minutes

### Attendees:

Board members present: Michelle Baker, Chris Bentley, Jill Charbonneau, Margie Pilling, Mike Krupica

Other attendees: Tricia May-Dracka (313 Mainsail)

- **Call to Order/Welcome/Roll Call**
- **Previous Meeting Minutes Review/Approval**
  - (Michelle) approve Feb 24th, 2021 minutes
  - Michelle makes a motion to approve, Chris seconds, Ayes, motion passes
- **President's Report**
  - (Michelle)
  - We are starting Phase 1 DLP project
  - Work done clearing DLP
  - In process of re-vamping our By-Laws
  - Continue to do virtual meetings until further notice, will continue to assess
- **Treasurer's Report**
  - (Chris)
  - Fiscal Year July 1 – June 30
  - Shared Treasurer report on screen – Treasurer Report Notes
  - Annual meeting letter (send via email and postal mail) typically goes out end of April, Chris will send out draft to Board via email for review (plan to include volunteer solicitation letter with the mailings)
  - DLP project – changes to current year Fiscal operating budget that is pulling from reserve fund
  - New figures will be sent out for review in advance of annual meeting
  - Reserve study had some errors in it (ILM cost estimates), they will be updating to spread out Pond Projects over longer time period
  - Another House paid assessment; some late fees paid (98.5% vs 97.2% this time last year) – owing at least current year – 5
  - Possible Intent to lien – 1 property owes current and previous year, 2 properties owe current year
  - Michelle made a motion to approve Treasurer Report, seconded by Mike, all others aye

- **Landscape Committee Report (Margie)**
  - DLP clearing update (21 Homeowner volunteers totaling > 70 hours)
  - Willow Tree at water's edge/stump removal at DLP-bids, all seemed capable, tried for local businesses
    - Arbor Tree Care – manages cemetery at front of subdivision, \$3735, highest
    - Clean Cut – cheapest, seemed professional, capable, insured – recommended by Margie,
    - Winklers
    - 4<sup>th</sup> potential bid – not in the area
  - Homeowner adjacent has been notified and will be informed with scheduling
  - All board members presented voted to authorize proceeding with Clean Cut
  - Margie recommended the development of a tree replacement program/plan especially in light of beaver damage, removal of buckthorn - Margie would advocate replacement with small saplings, board members agreed this was a good idea
  - Re-electrify entrance center island-work being donated once again by Tony Ramos & Ram Electric; Tony supplying the work, materials, time, effort
  - Replaced new garbage liner for play lot container
  
- **Old Business**
  - Pond maintenance update (Jill)
    - Project pending permitting to be completed by ILM
    - Project presentation shared with Village Lakes Commission
    - SMC shared various forms and templates for reports and expense reimbursement requests
  - Reserve Study update (Chris)-when complete, post to website
    - Errors being corrected (free revision), expected for annual report
    - To re-use similar modeling as used in 2018 report
    - Other errors on Reserve Study group's part being included in this next revision
    - Moving forward, consider spacing out Reserve study to every 3-5 years - timing to be determined
  - Bylaws Update (Amy/Margie)-proposals from new law firms, calls to Diambri continue to go unanswered. Letter update (Margie)
    - Our current lawyer, Diambri – Margie finally did get through to have a conversation. Margie requested: periodic updates, responsiveness to calls and emails. He apologized and responded that he is moving our project up in priority. He requested us to re-send all the documents. He understood our frustration. Margie sent documents again. They have a follow up call next week. [Note: he doesn't work in the afternoons].
    - New firm – looking for original document with the County Recorded number – they will look into it on County website, preparing a proposal, this is their area of expertise
    - Another new firm – not returning calls

- Plan to return to in-person meetings (revisit each meeting-Board), keep on the agenda for now; note – village holding their meetings in person now,
    - evaluate potential for in person meeting for Annual Meeting (would need system set up for RSVP), consider meeting capacity – will further discuss next month
  - Website password protected link for Board reference documents (deferred until Dana resumes Sec duties sometime after June) – postponed to next Month meeting
  - Volunteer solicitation letter (Jill) – Dana posted on FB page and we have already received volunteers! Also to be included:
    - Post on website
    - Email to current email contact list
    - Include with the mailing going out for annual reports
    - Margie will set up solicitation letter as “Announcement” on FB page to keep it up and easily visible
  - Board Appointment Policy (Michelle) – discussed last revisions of policy as emailed by Michelle earlier today. Margie made the motion to implement latest version Jill seconded the motion, Chris and Michelle voted aye
    - Implemented as internal for Board use – to be sent to Homeowners as needed, and/or upon request
  - Meet & Greet with Key Exchange date (Board) – discuss next month as part of in person meetings
- **New Business**
    - FB Moderator issues? (Dana/Mike/Margie/Chris) –
      - No known issues discussed at this time
    - Garbage can issues-beach and play lot (Margie)
      - Issues occurred when regular driver out
      - WM driver re-assigned, very well aware of concerns
      - Mike volunteered to check on Fridays for missed pick ups, Margie sending a copy of our bill and contact person, and route supervisor to Mike. Mike can then call number from the bill, and has account number, to request pick up
      - We may want to proceed with request for refunds (Chris) however, we don’t know how many pick ups were missed (discuss with Stephanie the route supervisor)
      - Play lot can re-located further away from normal congregation areas and liner replaced
      - Beach can moved a bit for now, will be re-located once DLP project completed
      - Don’t want to remove cans - need a place for garbage
      - Don’t want to replace with WM cans – concrete ones look nicer and are more sturdy in stormy weather
    - Boat launch cylinder lock and key change bid (Margie)

- Recommended to move to replacing cylinder sets and another set of keys, don't really know who has what keys
    - Currently 3 cylinder sets (need 2 each – one for each launch)
  - Margie contacted key company: estimate 3-5 days, 100 keys, \$790, new cylinder set (1 for each launch)
  - Homeowners – 1<sup>st</sup> key is a \$20 deposit, replacement key is a \$50 deposit
  - When they come for key exchange: a) verify assessment paid, b) key contract, c) return previous keys or forfeit previous deposit, d) pay deposit, e) included on master key distribution listing
  - Outstanding \$2100 in key deposits (~ 100 keys out?)
  - How and when do deposits get forfeited?
  - Hold key exchange in conjunction with meet and greet
  - To be discussed and decided at next meeting
    - 1 new cylinder set?
    - 2 new cylinder sets?
    - Key accounting?
- Beavers revisited (Chris)
  - New beaver activity observed
  - New foothold traps set, beaver tripped trap without getting caught
  - Chris keeping an eye on their activity areas
  - Old large lodge appears to be empty
  - Do have animal control funds in the budget to cover two seasons for trapping
- Automobiles parked blocking sidewalks (Chris)
  - Large RV in driveway on Seafarer with For Sale sign (doesn't block sidewalk)
  - Fed Ex truck was blocking sidewalk, lately truck seems to have moved up and no longer blocking sidewalk
  - Chris to ask Jim if he has a previous letter to use as a template, or more historical information
  - Mike volunteered to do a Knock and talk
- Email contact list
  - any updates go to Chris for inclusion in general email list
  - Chris re-sending us latest email list so we can send the Volunteer solicitation letter via email
  - New homeowners contact information already coming in to Chris
- **Open to Floor**
  - No other attendees besides Board members present at this time
- **Adjournment**
  - Michelle made motion to adjourn, Mike seconded

- All other members – aye
- Meeting adjourned at 9:00 pm

**Next Meeting: Wednesday, April 28th, 2021, at 7pm via Zoom**

**If Mike is able to attend, he will do the April meeting minutes and the agenda for the May meeting**

**Website:** [www.marinerscovethirdlake.com](http://www.marinerscovethirdlake.com)

**Facebook:** [Third Lake Mariner's Cove Homeowners Association.](#)