

Mariner's Cove Community Association Meeting
Wednesday, January 27, 2021 at 7 p.m.
Teleconference (Zoom Meeting Link Provided on Facebook Group)

Call to Order at 7:03 p.m.

Roll Call

In attendance:

Michelle Baker, President
Margie Freeman Pilling, Vice President
Jill Charbonneau, Member at Large
Amy Hellman Breunig, Member at Large
Dana Olson, Member at Large

Absent:

Chris Bentley, Treasurer
Mike Krupica, Member at Large

Guests:

Butch Buckley, Village of Third Lake President
Reid Nelson, Reserve Advisors

Homeowners:

Tyler Malone
Tricia May-Dracka and Curtis Dracka
April Jakubisin
Kim

Previous Meeting Minutes Approval

Board members didn't have the chance to review the previous meeting minutes from October 2020, so the minutes will be circulated via email and approved at the February meeting.

President's Report

Nothing of note to report.

Reserve Advisor's Special Report

- Reid Nelson joined the call from Reserve Advisors, the company who prepared the recent Reserve Study for Mariner's Cove. A Reserve Study is conducted every few years to determine the expected life cycle of different community maintained elements (retention ponds, boat launch, beach, etc.) to determine what projects will need to be addressed in the next 30 years. It's a budget planning tool.
- Jill clarified that the Board has been saving money in a Reserve Fund to help cover the anticipated cost of future projects.

Treasurer's Report

Chris sent the Treasurer's Report via email. The Board agreed to wait to approve the report at the next meeting.

Landscape Committee Report

Margie provided the report. Highlights include:

- The holiday decorations have been removed and stored at Margie's house. Decorations are near the end of their life expectancy, so we will need to budget for replacements in the next few years.
- Margie will pursue bids to re-electrify center island at the main entrance for future holiday lighting.
- Margie received a bid for snow plowing all sidewalks if there was snow in the neighborhood and circulated to the Board for approval. After discussion, the Board agreed to revisit at the next meeting and then keep the quote on file for future reference.

Old Business

Pond Maintenance and Integrated Lakes Management Project

Jill is leading the project and provided an update. Highlights include:

- The Board worked with ILM to conduct an assessment of the small retention pond, the large retention ponds and the Druce Lake peninsula (by the beach).
- It's a reimbursement grant - the HOA would need to pay the full amount up front and then the Stormwater Commission reimburses for up to the certain amount.
- \$12,300 = responsibility of the HOA
- Project is divided into three phases - the first phase is Druce Lake Peninsula Project which includes grading, invasive plant removal, native seedlings to protect from future erosion, permitting, etc.
- Jill and Margie met with the adjacent homeowner and the homeowner was in agreement about the property lines.
- ILM provided a contract based on what was part of the grant application.
- The contract needs to be signed now because there's a lot of lead time required for permitting and the seedlings.
- Jill will work with Michelle and Chris on the specific details of signing the contract.

Bylaws Update

- Margie provided an update on the project status - the bylaws are very outdated, so the board prioritized updating the bylaws to be up to code and modernized. Last year, the attorney provided an initial draft of the revised bylaws. A subcommittee met to review the bylaws and provided a first round of edits back to the attorney. Once the attorney provides a second draft, the board will review and share the revisions with the community for review.
- When Margie met with the attorney on December 2, 2020, she asked for a revision in time for the Board's meeting in January. Margie has followed up repeatedly and has not yet heard anything back. The Board expressed extreme disappointment with the attorney and Margie will seek out additional attorneys who do this type of work. Margie will continue to follow-up and attempt to get in touch with the attorney. The Board will revisit the bylaws at the next meeting and potentially consider switching to a different attorney.

Returning to In-Person Meetings

The Board will continue to meet virtually until the pandemic improves.

Board Member Appointment Policy

Michelle drafted a policy that provides a framework the Board can use to appoint new members to the Board in a fair and consistent manner and provides guidance in handling standard and special appointments of new members to the Board.

Secretary Vacancy

The Secretary position is vacant and the Board has been working to cover responsibilities amongst different board members. Dana agreed to step back into the Secretary role in June. For the time being, task distribution is:

- Host Zoom Meeting and Post Links - Michelle
- Prepare Agenda - Margie
- Post Meeting Minutes and Financials to the Website - Dana
- Take Meeting Minutes - Rotate between Jill, Margie and Dana

Neighborhood Drop Box

The Board agreed to remove this topic from future meetings.

Boat Launch Key Exchange

Jim Lamb provided a detailed explanation of how to manage the boat launch keys. Jill and Margie are taking over managing the boat keys. The Board will postpone setting a date for the Meet & Greet and Boat Key Exchange to the next meeting.

Volunteer Request Form

Jill drafted a communication to send homeowners requesting volunteers for different committees. The Board will review by Wednesday, Feb. 3 and provide edits to Jill.

New Business

Reserve Analysis

Once Reserve Advisors updates an error in the Reserve Study, the study can be posted to the website. The Board will revisit at the February meeting.

Waste Management Garbage Can Issue

When the regular trash collector goes on vacation, the garbage cans at the large playground and the beach do not get emptied. If homeowners notice the cans are not being emptied, they should contact the Board so we can follow-up with Waste Management.

Board Communications

Margie requested the Board pay better attention to email communications. Jill proposed letting the board know if you're unavailable for a certain reason (i.e., illness, etc.). Also, the Board agreed to include a preface in the subject line regarding the email contents, such as:

- Urgent - Response Needed by DATE:
- FYI:

If a response is required and the subject is urgent, the Board agreed it was appropriate to send a group text.

Beaver Issue Update

Beaver mitigation issues are complete for the season.

Digital Depository for Board Member Documents

Margie proposed having a place to store the important files. Dana proposed creating a page on the website that's password protected and only Board members can access.

Village of Third Lake Updates

Village Mayor Butch Buckley provided some general updates:

- A traffic calming device (a speed sensor that shows a vehicle's speed) will be installed in the neighborhood. Data will be collected to inform future speed bump studies and will not be collected for issuing tickets.
- Some homeowners have expressed concerns about snow plowing during the recent snowstorm.
- The Village has approved its budget for the current year. The budget does include some projects related to the lakes. The boat ordinance was recently modified and information is available on the Village website.

Open to Floor

No comments.

Adjournment

Michelle made a motion to end the meeting. Margie seconded it. All ayes.

Meeting Adjourned at 9:10 p.m.

Next Meeting: Wednesday, February 24 at 7 p.m. via Zoom

Minutes Submitted By: Dana Olson on January 27, 2021