

Tamarack Trails Community Services Association, Inc.
Board Meeting Minutes-Approved with Revisions
July 28, 2020
6:30 pm – ZOOM meeting

Board members present: Janet Hirsch, Amy Kell, George Meyer, Bob Jacobs, Dean Ryerson, Larry White, Anne Rohr and Association Manager Daryl Larson.

Residents present: Bonnie Ackerman, Jean Allen, Judy Bluel, Jayne Meyer, Ron Schuler, Brian Shore, Rosemary Stenback, Tricia Gavin, Joy Froelich, Antonio Galvan, Don Haasl, Eileen Kramer, Izzie Popic, and Bill Probst.

- I. Welcome & introductions.
- II. Approval of BOD minutes
 - A. 2020-6-23 Board and Executive Session Meeting minutes—Ryerson, Jacobs, unanimous acceptance.
- III. Community Correspondence
 - A. Susan Abbey submitted an email and photos regarding her rock wall concerns at 7411 Tree Lane. The resident is upset about height of the rebuilt rock wall, compared to old wall that was in disrepair. Board members Hirsch and Kell and Manager Larson met with Susan. They felt the contours and directions were followed by the installer and wall was built (higher) to direct the flow of water away from the homes. Historically, units below this first one also have had water intrusion. JMeyer and a second MC member will again meet with the resident to discuss the project.
 - B. Georgia Taylor requested a social media presence, such as Facebook, for residents to be able to chat with each other about current issues. Dean Ryerson, as liaison to the Resident Activity Committee, will talk with her to discuss the pros and cons, monitoring, etc.
- IV. Property Manager's Report (attached at the end of this report) Highlights as follows--
 - A. Asphalt project was completed on 7301-7333 Cedar Creek. Poblocki was asked for a bid for next section of that Phase. The manager is looking for another maintenance worker, reviewing landscape contract bids, hiring several landscape workers for the summer. The work on the clubhouse deck is slated for August with Hustad Company; and a Neuman pool work proposal has been sent to the Maintenance Committee for review.
- V. June 2020 Financial Report, Treasurer George Meyer
 - A. Meyer reports percentage spent within each budget line will appear quarterly going forward. The BOD members expressed appreciation for the work it takes for Jean Hilgers to do this, and that it clarifies expenses for all to see. Investment account is in very good shape. Most exterior painting is finished. Money may be left in that account (\$6,000) as well as the account for cell phones for staff (\$2,500). Meyer thanked Prudy Stewart for the sheet of "definitions" for the balance sheet.
- VI. Committee Reports
 - A. ARB - Minutes of July 8, 2020 were reviewed.
 - B. Amenities - Minutes of June 16, 2020 (first meeting of the year) were reviewed. Some discussion of overlap between this committee, Maintenance, and ARB Future meeting between all Amenities, Maintenance and ARB to be held to discuss areas of

responsibility. Work on lower level with remaining funds for this year may wait till deck work is completed and no risk of leaks.

C. Garden - No meeting.

D. Finance - Minutes of July 15, 2020 were reviewed

1. Insurance – Motion was made to approve the proposal from Ansay for our insurance coverage with a \$25,000 deductible per occurrence for fixed wind/hail damage, effective September 1, 2020. Ryerson, Jacobs. Roll call vote was Kell, Jacobs, Rohr, Ryerson, White in favor, with Hirsch and Meyer opposed.

The policy will continue the \$10,000 deductible per occurrence for property insurance. In addition, the separate \$25,000 per occurrence fixed wind/hail deductible will be added to the policy which will reduce the annual premium by \$14,483. The total annual premium will be \$160,712. Also, Larson reported that having the diving board did not affect the insurance quote in any way.

2. The board requests that the Finance Committee look at the \$50,000 deductible per occurrence for “wind and hail” for the 2021-2022 season. Hirsch/Meyer. Approved.
3. A REMINDER that the Budget Hearing is set for Monday, October 12th.

E. HR - No meeting.

F. Maintenance Committee - Minutes of July 14, 2020 were reviewed.

1. Motion to approve the recommendation of the Maintenance Committee to accept the 3-year Maple Leaf bid for landscape plowing services at a cost of \$120,830/year. - Motion by White, Kell, unanimous approval.
2. 76 Oak Creek Trail – Options to solve the water issues at this address are being investigated. The resident will be kept informed of the progress and potential solutions.

G. RAC - No meeting. Several residents have expressed interest in joining the committee.

H. Welcoming – Minutes of June 29, 2020 were reviewed. They are working on revising the handout packet for clarity, consistency, and accuracy.

I. Nominations and Elections – Minutes of July 20, 2020 were reviewed.

1. The committee would like additional time to count ballots for the election of officers. They are requesting action by the BOD to approve changes to the By-laws, Article II, Section 4:

Election shall be by secret ballot at the annual meeting. Ballots provided and cast at the annual meeting and ballots received at in the Tamarack Trails office by 5:00PM on the day of the annual meeting shall be counted. no later than two business days prior to the annual meeting.

This change must be published for resident comment for thirty days prior to a vote by the board. Motion was made to send this revision to the residents for comment. Kell/Ryerson, approved.

2. New procedural methods – The committee is also considering new methods to introduce candidates to the community with a written statement as well as a one-hour candidate forum, but a decision has not been reached. Three directors will have to be elected. Also note that Janet Hirsch, George Meyer and Anne Rohr have terms that are expiring and have not yet said if they will run for re-election.
3. Approval of NEC members – Jean Allen, James Steinbach and Harry Miles were approved as members of the committee. Ryerson/Jacobs approved unanimously.

VII. Old Business

- A. Employee Cell Phone Use – Association Manager Larson provided a proposal for staff use of their personal cell phones. We will not be purchasing cell phones for employee use.
- B. JBAM – The have completed their driveway paving. The detention pond has been dug and bermed. There seem to be issues with water retention as the contractor has been pumping water out of the pond. The 96 trees along the drive should arrive soon. Several Tamarack residents reviewed water issues with Greg Fries, City of Madison engineer. He provided suggestions and said that he would be happy to meet with any contractors who are ready to bid or propose solutions.
- C. Vista West – The blasting is completed. They are setting forms for the outline of their buildings.
- D. Pool Use – The current Covid policies will be continuing. A proposal to add a few tables and chairs to the deck was rejected as Covid numbers in Madison are still not down to lower, acceptable levels.
- E. Revised Bayberry Fence Proposal – An alternate proposal for the fence on Bayberry Trail to surround one of the trees on the property line was suggested by Gene Moeller. The board would like to stay with the proposal approved at the June board meeting.

Motion to adjourn by Ryerson, Kell, at 9 pm.

Next Board Meeting set for August 25, 2020.

Daryl Larson, CMCA/Manager's Report to Board/ July 28, 2020

Asphalt Project: 7301-7332 Cedar Creek asphalt is completed. Gene, Angie and myself met with Bob from Poblocki on July 27th to discuss and have him provide a proposal for the 2021 asphalt project on Pine Ridge and Cedar Creek Trail and to get his input and solution on any possible drainage issues for the other half of Cedar Creek Trail before we start that asphalt replacements.

Landscape Staffing: Jeff Ryan will be out due to his truck accident for at least 3 months. Angie hired a full-time person and replaced a part-time assistant that will be able to work until the end of September, their names are Brock and Zack.

Maintenance Staffing: We currently are running an ad for a maintenance/carpenter to replace Dan Fredricks, we have received a few resumes to date. Gene, Mitch, and Ryan are continuously working hard work orders, deck repairs, trimming, painting, and fence repairs.

Landscaping Proposals: The MC reviewed all three 2021-2024 lawn & snow proposals. The committee is recommending that the Board approve the Maple Leaf & Hauser contract as presented in your packets.

Drainage: We met with Todd from David J. Frank on Thursday, July 23rd to look at several of our drainage issues areas for 2020-2021, especially the three priority areas that will be done this year. 15 & 26 OCT and 7367 Tree Lane. Todd will be providing Angie and I with a proposal to review with drawings, we will than send onto the MC for their review at their August meeting.

Projects for 2020: The Clubhouse Deck replacement is tentatively schedule with Hustad Companies for the second or third week in August. They will be contacting Gene directly with a confirmation date in August so we can than communicate this with all the owners in advance for preparation of the project.

Decks/Trim Work: Maintenance is continuing the ongoing repairs of decks and will continue through the winter months, along with trim work.

Communication/Newsletter: Jean and I continue to answer any questions or concerns daily when owners call, drop in or email us. We also sent out the July 2020 Good Life to all owners on July 24th by email and hand delivered to those owners without internet service. We had a staff meeting regarding the new requirement for face mask coverings in all enclosed buildings and posted on our outside clubhouse door and maint shop door. Janet and I meet several times a week and by phone or email on any other items that may occur in between board meetings.

Pool Updates: Mark Othmer from Neuman's Pool & Spa provided me with his budget proposal and recommendations on July 17th for the pool, I forwarded those to the MC and FC for their review, we will discuss them at our August meeting. I will than forward to the Board for their review and recommendations given from the MC & FC for the Board to review, discuss and or approve at their board meeting on August 25th. Mark came out again on July 22nd to look at and discuss the surge tank and all equipment. He will be having 3-techs from Neuman Pools come out and climb down the surge tank hole as they believe there is a valve and float down their that will need to be replaced that is causing the slow water leakage from the pool. We also put a white tape circle 6 feet around from the lifeguard chair for owners to abide by while on the deck area.