

**Board of Directors Meeting  
Thursday, December 6, 2018**

## **MINUTES**

**Pittsfield Village Board Present:** Ellen Johnson, Kat Irvin, John Sprentall, Aaron Pressel and Jessica Lehr.

**Pittsfield Village Board Absent:**

**Associa / Kramer-Triad Present:** Thayer Moran, Tracy Vincent, Colin Breed.

**Committee Chairs / Members Present:** Brian Rice – Landscape;

**Absent:** Leif Millar—M&M

**Guests:** Shannon and Doug Peterson

### **MEMBER REQUESTS/CO-OWNER FORUM:**

Shannon Nelson / Doug Peterson on Edgewood

Checking back about the issue that was brought to the board at last month's meeting. Shannon gave a brief outline of her background about wildlife. She'd like to find a workable balance of wildlife and people. Education is important in this issue. There seems to be a misunderstanding about skunks. Suggested that an expert be brought in, at a cost, for a presentation to the community. Shannon is requesting that no more bird feeders be removed from the community, especially in the winter. Shannon made mention that she has done a lot of research about bird feeding and watering. She found that it was suggested that in cities that bird baths be lower to the ground. Some literature was submitted for the record. Encourages the board to reach out to Laurel (see literature). Aaron mentioned the key point is the board's perspective is peaceful enjoyment and if that is altered, then we must act.

**CALL TO ORDER:** 6:50 pm by Ellen Johnson.

### **AGENDA APPROVAL:**

Colin would like to add Roofing Proposal to the agenda under New Business. Remove "resident rules". Add Mlive papers to Continuing Business. Motion to accept as amended by John, seconded by Aaron. Motion carries.

**APPROVAL OF MINUTES** from October 2018.

Motion to approve with clarification on the Milkweed varieties. There was discussion but no specific approvals. Motion was made by John and seconded by Jessica. Motion carries.

### **COMMITTEE REPORTS**

**Landscape Committee** – November Minutes on file

Quick meeting. A couple of requests were discussed. Violations, crabapple trees, and budget. Katie resigned from the committee. Kat asked about trees in the tree farm.

**M&M Committee**– November Minutes on file

5 requests were reviewed at the December 4 meeting.

Handicap ramp approved, kitchen wall removal approved, 3409 NW had several requests, exterior door request approved, exterior outlets approved.

Trash can enclosures discussion was tabled.

Playground timbers discussed. A survey was discussed.

Egress windows update was brought up and briefly discussed.

Rueter Associates proposal reviewed. Contractor will rewrite it to simplify it a bit.

Roofing proposal was discussed. Gutter prices were included for buildings that did not get them installed initially.

## **APPROVED MOTIONS THOROUGH EMAIL –**

RTA proposal was unanimously approved. Motion by Jessica to ratify the email motion to approve the RTA proposal. Seconded by John. Motion carries.

## **KRAMER-TRIAD REPORT**

**MANAGER REPORT** reviewed.

Aaron asked about Supreme Deck. We will want to get bids for the next round of deck staining.

## **FINANCIAL REVIEW**

Make sure meter horns are being paid from Reserves (Credit Card used)

## **CONTINUING BUSINESS**

- **Milkweed Policy** - tabled
- **City Snow Removal Contract** – still an issue with insurance. Need to get this resolved and satisfied by having the insurance agents together. We will be following up.
- **Clubhouse surveillance system** Global security cameras have been installed. We may want to add some lighting. (Jessica brought up the fact that there have been some cars broken into recently).
- **Mlive Papers**  
Kat is in touch with someone in distribution. We are trying to get these deliveries stopped. If you are a subscriber, they must be placed on your porch and nowhere else.

## **NEW BUSINESS**

- **Budget 2019-2020**

Thayer will send out a draft budget to the board for early review by board members and he will incorporate what the committees have already come up with. We are not due for a reserve study update. Thayer put together a budget timeline. The board should preferably approve the budget in February. The committees have a good start on their portions. Thayer is asking committees to have their numbers finalized in January. Aaron made a strong statement that we must be fiscally responsible and not make impulse decisions as we have in the past. We can plan the best we can without having many deviations. What is the most efficient process for the budget discussions? The narrative and priorities that the committees put together are very illustrative. Our needs will dictate how the money is budgeted. Ellen will reach out to Leif with the budget timeline. Budget needs to be the priority to the January committee meetings.

- **Roofing Bid**

Colin submitted the proposal from Citi Roofing which came in late Monday. The unit prices are in line with last year's contract. The price for the alternates (insulation, gutters, trim) come to around \$47K+. Add this to the base price plus the cost of the engineer (RTA). Why have we already spent \$63,000+? There was money spent which should have come out of the 2017-2018 budget. There will have to be some forensic accounting done to figure this out to see where we are. The roofers would like to start in January. \$326,225.00 on the table. Motion to accept the Citi Roofing proposal as written (Alternate #2/1) was made by John, seconded by Jessica. Motion carries.

**ADJOURN TO EXECUTIVE SESSION — 8:44 pm**

**NEXT BOARD MEETING:** January 30, 2019

Respectfully submitted by Tracy L. Vincent