

Windstone Community Association II
Board of Director Meeting
June 6, 2017
Sugar Grove Fire Station

Call to Order:

- The meeting was called to order @ 6:55 p.m. by President Steve Risch.

Present:

- Board: Steve Risch, Susan McKenna , Tim Busa, Gary Skaletsky, Tim Dyer , Sandra King, Sue Clementz
- Owners: See sign in sheet – **Sign in sheet not included**
- Others: Peggy Barry, Baum Property Management.

Minutes:

- On motion by Susan McKenna, second by Tim Busa the March 7, 2017 minutes approved as corrected.

Treasurer's Report:

- On motion by Tim Busa, second by Gary Skaletsky the financial reports of May 2017 were unanimously accepted as presented.

Management Report presented by Peggy Barry with highlights as follows:

- Storm Drains: Awaiting word from plumbing contractor Steve Risch was to contact to develop scope of work specification. Susan McKenna and Jeff Jordon coordinated reinstalling caution tape.
- Spillway: Pizzo contract for spillway vegetation eradication approved at March 7, 2017 meeting. Forwarded to Pizzo on March 8, 2017.
- Dam Safety/Maintenance: Steve Risch agreed to make contact with engineer David Burrows at EEI for input on a potential solution.
- Sidewalk Replacement: Susan McKenna reported having spoken with the Village, confirming replacement of sidewalk sections at the bridge are on the schedule but no date was given.
- Trees: Board to develop plan for plantings/replacements, with Susan McKenna as lead. Per Board's direction, Peggy Barry phoned Tim Norris at Spring Bluff Nursery asking him to assess the tree stock. Both Kramer Tree Service and American Tree & Turf (AT&T) have submitted proposals for Ash trees injections for Ash Borer and applications to pine trees for Zimmerman Pine Moth. AT&T has also submitted information on tree trimming throughout the Association.
- Inspection Process: Tim Dyer and Sandra King working on defining and revising the inspection process, expectations, reporting and fine schedule. Peggy Barry forwarded samples of fine schedules from other associations. Following meeting with inspector and property manager, the Committee has worked to iron out details of the process. As it stands, the inspector's report and photos are sent to the Committee members and manager no later than the day following inspection. The Committee members then traverse the Association to confirm accuracy and appropriateness of violations being cited. They convey this information to the manager with direction on letters and/or fines to be issued.
- DMRC activity since last meeting reported.

- Revised Declaration & Bylaws: Proposed amended Declaration and Bylaws were forwarded to Board members via electronic and postal mail on May 3, 2017.
- Pond Shoreline Buffer: As directed, management sent correspondence to all owners backing up to the pond that they are not to mow to the shoreline, a buffer being established and noted consequence of potential fine if found to be in violation. Proposal for installation of naturalized shoreline plants and stewardship thereof from Pizzo has been shared with the Board. Numerous phone and email communications have been received since with positive and negative feedback on the letters and the buffer plan.
- Collection Policy: Per Board direction, review of the Association Collection Policy is on this meeting's agenda. Samples of collection policies from other associations were forwarded to the Board in March 2017.
- Tennis Court Trash Removal: Per Board direction, a quote for mid-November through March 31 bi-monthly removal of trash at tennis courts was secured from the current landscape contractor. That quote was for \$200.00 per month. An alternate quote was obtained from Nancy & Jerry's Disposal at \$50 per month for twice monthly removal.
- Mulch: Quote for mulch obtained from current landscaper, American Tree & Turf. Request for quote for Paris Landscape went unanswered.
- Goose buster: At the last meeting, it was agreed that this equipment should be examined, although direction on who would do so was not clear. Still pending.
- Closings since last Board meeting were reported.
- Garage sale: Sandra King coordinated dissemination of information, fliers and maps.

Pond Shoreline Buffer

- Overview of buffer plan, noting shoreline erosion prevention as primary justification by Steve Risch.
- Note made that Illinois bans use of phosphorous in residential lawn applications.
- Fields to north of Windstone, off Denny Road, drain into/through the pond and may carry phosphorous, which is allowed for agricultural application.
- Steve Risch reported on assessment and long term proposal from Pizzo Associates, professionals in the area of shoreline restoration. The proposal is for clearing of invasive plants and installation of natural, native plants for approximately 15 feet from shoreline along the entire shoreline.
- Plat of survey will be needed to confirm Association property lines.
- Consideration to be given to space around pond for circulation of people.
- Owners expressed concerns of non-residents fishing the pond, noting that the last time the Association attempted to develop the shoreline in this manner, non-residents fishing trampled and destroyed the plantings.
- Upon inquiry, it was confirmed that the plan would eradicate the willow trees along the shoreline.
- Owners whose properties back up to pond expressed concern that the plan may negatively impact value.
- Owner on Cornwall reported that he believes the Association contracted landscapers are mowing beyond the Association property into owner's private property, that they may be erroneously using buffalo boxes as guides. Board agreed need to access plat of survey and meet with landscaper to confirm mowing boundaries. Noted that the north side common area is broader than the south side common area.

- Owner requested that the Board provide proof of erosion that is prompting this action.
- Board noted that the mid-June target for early project work to begin has been missed so they will be looking at possible fall date for initiating the project.
- Susan McKenna stated that a civil engineer will be brought in to mark the Association property lines around the pond.
- Upon request of several owners, Board agreed to provide more details at September 5, 2017 meeting with some, not necessarily all, questions to be addressed as follows:
 - Mature height of shoreline plants
 - How foot traffic around the pond will be accommodated
 - Whether owners are interested in a formal walking path around the pond
 - Where fishing access will be located and maintained
- Board will seek to have professional from Pizzo Associates at September meeting for response to these, and other questions.
- For the time being, landscapers will be asked to maintain buffer.
- Request by owner that Pizzo proposal be posted to the Association website.

Storm Drain Maintenance

- Susan McKenna reported on proposal to install rip rap (stones) in depressed area at storm drain near 730 Queens Gate Circle to diminish hazard of person falling into the drop off in the water.
- Owner has agreed to allow access through his property, so long as contractor takes measures to prevent damage(s) to his turf.
- On motion by Susan McKenna, second by Tim Busa, Board approved installation of rip rap to fill in the depressed area in August or appropriate late summer time frame, depending on water level of pond.
- Board reported communication the Village on municipal versus Association responsibility for maintenance of these storm drains. The Village is responsible for the two culverts while the Association is responsible for the drains. Have confirmed that is culvert collapses, the Village is responsible for repair. Any ground disturbances on common area are responsibility of the Association.
- In conversation with Susan McKenna, Village agreed that they would replace the damaged drain with Association responsible for restoration of the ground.

Sidewalk Repair

- Village Public Works Department has scheduled replacement of the heaving sidewalk on the south side of the bridge for this year. The delay was that the work proved to be more extensive and costly than the Village had originally estimated.

Spillway Vegetation Project

- Susan McKenna reported that eradication of some vegetation around the spillway is underway by Pizzo Associates. Project includes installation of boulders to deter hillside erosion. Project scheduled to begin this week.

Tree Replacement:

- Susan McKenna reported that tree maintenance is on schedule.
- Peggy Barry asked to see that Kramer proposal #375361, approved at March 2017 Board meeting, be forwarded to contractor so treatments can begin.
- On motion by Susan McKenna, second by Sandra King, Board approved Kramer proposals #375363 and #375364 for treatment of Ash trees and #375362 for treatment for pine moths.

- On motion by Tim Busa, second by Susan McKenna, Board approved American Turf & Tree trimming of trees up to 18-19 feet in height at a total cost of \$2,096. Susan McKenna will contact AT&T for formal execution of the contract.

Mulch:

- On motion by Steve Risch, second by Gary Skaletsky, Board approved AT&T proposal for installation of 2 inch depth mulch in tree rings at all cul-de-sac islands and Denny Road tennis court area at total cost of \$3,835.

Inspections and Violations:

- Committee and process established at previous Board meeting is working well.
- Tim Busa reported that violation letters need to be revised to refer owners to the website for more information and access to governing documents.
- Tim Dyer requested that the Design Modification Review Committee (DMRC) process be confirmed and that DMRC address how approved projects are followed up on.

Owner Forum

- Upon request of owner, Board made self-introductions.
- Question of sidewalk installation at vacant lots. Board responded that lots do not include sidewalks and that the Village, who is responsible for sidewalks, does not install walks until after a lot has been developed and home construction is completed.

Trash Removal

- On motion by Steve Risch, second by Tim Busa, Board approved contract with Nancy & Jerry's Disposal.

Adjournment

- Motion by Steve Risch, second by Sandra King to adjourn regular meeting at 8:41 p.m. carried unanimously.

Respectfully submitted,

Susan McKenna, Secretary

Peggy Barry, Baum Property Management