

MADWA Board Meeting  
December 4, 2019

**Location:** Blaine City Hall

**Board Members Present:** Greg Gurewitz, President; Gary Reinecke, Treasurer; Bob Cavello, Secretary

**Omega Management Present:** Nicole Doeden

**Members Present:** Bob & Carol Kaufenbergs, Fred Kunze

The meeting was called to order at 6:27pm by Greg Gurewitz

**Item 1: Homeowner Input:**

1. Kaufenberg's shared plowing service concerns related to possible shrub damage and the amount of snow being pushed in between homes. Greg Gurewitz has been in contact with Timberline (Jake/business owner) and has instructed them not to pile the snow between the houses and add a nylon protector to the scoop on the bobcat. Greg also explained to Jake to not have his crew bang the bucket on the driveways to prevent possible damage to the cement.
2. Fred Kunze submitted a Memo to the Board, titled Snow Removal 2019-20 (attachment 1). The memo outlines Fred's observation that the driveways were not completely cleaned of snow and the front steps were not being adequately cleared compared to last year. The board said that they would talk with Timberline and since they are new would benefit from being told what the expectations, do's and don'ts are that they need to be aware of.

Nicole Doeden added that the best course of action to take is to notify the board and omega as soon as possible to document the issue and inform the vendor/contractor.

**Item 2: Board Approvals:**

A motion to approve actions taken by the board since the last meeting that are listed below and in the agenda was made and passed.

- Agenda: December 4, 2019
- Minutes: September 19, 2019
- Consent Agenda:
  - Timberline Grounds Contract
  - 2020 Budget

**Item 3: Treasurer's Report, Gary Reinecke:**

Checking: \$32,616.45 (Checking Acct + Insurance Proceeds Account) as of 12/31/19

Reserve: \$93,468.41 as of 12/31/2019

- Omega to let board know of any limitations on restricted reserves
- Nothing notable for AR (accounts receiveable)
- 2020 Budget approved at annual meeting
- Cash surplus at end of December can be held in checking instead of moving to reserve
- Check deposited on Monday Dec 2 should be \$10K in to reserve account

- Omega invoice approval process and timing of input into system is on or about invoice due date.
- Invoice payment policy is once approved by board and omega, check is cut same or next day.
- Omega is 2 weeks out from implementing new automated invoicing system
- Gary moved to approve the treasurer's report, Bob 2<sup>nd</sup> motion passed

**Item 4: Committee Reports:**

- The Nov 23 email was not sent to/received by all homeowners.
- The March 29 committee report titled; Rules & Regulations was accepted as submitted without changes
- Moved and approved as submitted
- Hard copies will be mailed to each member at cost of approximately \$200
- Fred Kunze was officially appointed Director of Communications moved and approved. Fred will explore updating the version of Dreamweaver license, TTS – already has current mac computer
- Packet going out to homeowners with updated Rules & Regulations will ask for volunteers to serve as back up to Fred on web and communications.
- Packet will also contain an ask for volunteers to lead and serve on grounds/shrub committee.

**Item 5: Management Report, Nicole Doeden:**

- Unfinished Business
  - Shrubs
  - See note above in Committee Report looking for volunteers to serve on grounds/shrub committee
  - Rules & Regulations Documents
  - See note above in Committee Report noting approval and mailing of updated document
- New Business
  - 2020 Annual Planning
    - Nicole went through the calendar year plan and noted items of interest listed below
    - New format, broken out by season, projects, contractors
    - Nothing in reserve study for 2020 or 2021
    - Caulking should be checked every 3-5 years per new contractor
    - Annual calendar review
    - Pond contractor will submit proposal for 3 options to take care of the pond
    - Sewer line letter was not an official letter from the City of Blaine. Homeowners may want to consider contracting their homeowner insurance company about sewer line coverage from the public access point to home.
    - Ice damming issue will be reviewed and discussed in the spring.

**Next Meeting Date:**

March 19, 2020 – 6:30pm  
Blaine City Hall

Meeting Adjournment at 7:44pm