

**COUNTRY LAKES HOMEOWNERS ASSOCIATION**  
**BOARD MEETING**  
**November 21, 2017**

Meeting called to Order at 6:00 p.m., at the residence of Bob Beres.

Persons present: Trustees: Shawn Smith (President), Bob Beres (Vice-President), Roger Grugle (Treasurer), Ronald Bakeman (Secretary)(late), and Jeff Laub. Non-Trustees: Bruce Buller

**Old Business:**

Shawn Smith opened the meeting with a review of the corrected October 16, 2017, Trustees' Meeting Minutes. Discussion. Bob Beres moved to approve the Minutes. Seconded by Shawn Smith. Motion passed. Discussion regarding the nature and detail to be captured in the Board Minutes. Motion to provide detailed minutes and using Executive Session when necessary made by Bob Beres and seconded by Shawn Smith. Motion passed.

Roger Grugle provided a written October Treasurer's Report. Roger Grugle reported that year-to-date the HOA is significantly under budget and that Revenues significantly exceed expenses. The Reserves are on target. Discussion. No delinquencies were reported for October. Roger Grugle reported that there are four (4) property transfers scheduled for November. Roger Grugle further reported that income was recorded on an accrual basis and expenses on a cash basis. Roger Grugle is working to get this corrected going into 2018. Roger Grugle discussed the accounting for the money (\$4230.00) received from the Master Association for grass cutting of common space adjacent to Country Lakes property. Beginning with Fiscal Year 2017, the money received from the Master Association will be considered a reimbursement, not income. Bob Beres moved to approve the October Treasurer's Report. Seconded by Shawn Smith. Motion passed.

Extended discussion regarding computer/QuickBooks issues. Roger Grugle reported that HH&L fixed most of the issues but did not take the time to train Delores Schmeiser. The advance to HH&L did not provide sufficient funds to train Delores Schmeiser. Roger Grugle reported that the Engagement Letter did not specify that payment was needed in advance for them to continue with the QuickBooks issues and to train Delores Schmeiser. Roger Grugle will address this issue with HH & L to avoid future issues.

Discussion regarding the annual compilation report prepared by Tom Steinke, CPA. Bob Beres will check with the accountant on the cost for a full review instead of the compilation report currently received.

Roger Grugle and Bruce Buller presented a working draft Budget for calendar year 2018. Extensive discussion was had. Part of the discussion included the potential costs for chemical treatment of for both of Country Lakes inner lakes. The Board agreed that we needed to have additional testing on the Lakes to see if chemicals have had any positive effect on the Lakes. Accordingly, the Board moved to have additional depth and sediment study done on the lakes. Jeff Laub moved to accept a \$1,360.25 bid by Aqua Doc (they have done the study for Country Lakes in the pass) for the study. Seconded by Bob Beres. Motion passed.

Part of the discussion also included the need to resurface the access/service road from golf course to Hedgewood Drive between 4000 and 4004 Hedgewood residences. Repair work to include a possible curb on eastside of the access/service road to keep excess water from flowing/flooding onto the property located at 4000 Hedgewood Drive.

Finally, as part of Budget discussion, Bruce Buller provide multiple bids for next year's Country Lake's lawn fertilization program. Bruce Buller reported his difficulties with TruGreen last year and Board members were equally unimpressed (weeds) with their services. Shawn Smith moved to accept the one-year bid by Sweets for \$24,500 for Country Lakes lawn fertilization program. Seconded by Bob Beres. Motion passed.

Bruce Buller provided the trustees with a written Landscaping/Maintenance Report for November 2017. Bruce Buller reported that Bill Mueller will continue to mow lawns as necessary in order to pick-up leaves. Bruce Buller reported Bill Mueller will be installing markers of fire hydrants during the snow plowing season. Bruce Buller reported that he is waiting on the electrician to replace light at Country Lakes entrance. Wetness issues also reported at 4060 Watercourse which Bruce Buller reported may be the result of problems with the sprinkler system.

Bruce Buller reported that the road/drain repair work had not been completed but expects the same to be completed by December 1, 2017. Discussion had regarding the curb cut (handicap accessibility) to the sidewalk at front entrance heading north. Consensus was that the cut was poorly done and needed to be re-done by contractor.

Bruce Buller reported that he had received a bid for \$3,335 from Mueller Lawn and Landscape for repairs to resolve excess water retention, between 4085 Hedgewood, 4071 Hedgewood, and HOA property. Shawn Smith requested that the costs be broken down into three (3) parts, costs to be paid by 4085 Hedgewood, 4071 Hedgewood, and the HOA.

Bruce Buller reported that work by Mueller at 4096 Watercourse and 4088 Hedgewood had been completed.

Bruce Buller reported that residents at 4065 Hedgewood complained about wetness in their back yard. Mueller to meet with residents to discuss issues with their sprinkler system.

Bruce Buller reported that TruGreen repaired damaged done to resident's lawn (3979 Hedgewood). Will recheck the lawn in the Spring.

Bruce Buller reported the following calls from residents:

3991 Hedgewood reported leaking in basement and excess water between his and neighbor's house. Resident wanted to discuss the issue with Bruce Buller.

3972 Hedgewood called with questions about mowing. Bruce Buller answered the resident's questions.

3975 Hedgewood called regarding screws in mailbox. Bruce Buller reported that he would check it out.

3968 Hedgewood called to advise that mowers cut power to front lamp. Bruce Buller followed-up and the problem was that the bulbs were loose.

4083 Watercourse called regarding damage to their underground dog fence. Owner advised that according to our Covenants, the owner is responsible for any damage done to a dog fence during routine (aeration) maintenance of Country Lakes property.

Ronald Bakeman reported one new design request for 4060 Watercourse was approved.

Ronald Bakeman reviewed draft Code of Conduct for the trustees. Discussion. Agreed that it was a good idea for all trustees to execute the Code of Conduct. It was agreed that Ronald Bakeman would prepare a Code of Conduct based on the ideas that he shared with the Trustees for execution at the next Board meeting.

### **New Business**

Bruce Buller agree to provide the Board with a list of approve trees for homeowners to plant in front yards. Access for approved trees will be placed on the Website.

Motion to adjourn was made by Shawn Smith and second Bob Beres. Motion passed unanimously.

**Next meeting scheduled for December 20, 2017 at 6:00 p.m. at Ron Bakeman's residence.** Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Ronald B. Bakeman, Secretary