

Board Members in Attendance:

- N - Carla Guiher (President)
- P - Jim Susin (Vice President)
- P - Chad Langan (Treasurer)
- P - Bonnie Nungester (Secretary)
- N - Brad Wilson
- P - Kathryn Diaz
- P - Tom Thomas

P= Attend in Person      AT= Attend via Technology      N= Not in Attendance

Guests in Attendance: John Nungester

Jim Susin called the meeting to order at 7:00 pm.

**Old Business**

Secretary's Report

Tom Thomas motioned that the February, 2016 be approved; seconded by Chad Langan; all in favor; motion approved.

Treasurer's Report

Per Carla: Chad - last bill from Attorney ended up in Missouri - Carla will send it to Chad. Chad please call their office so they send to the PO Box. The bill reflects the last payment. New bill is \$325.

- Current balances of HOA bank accounts:
  - > Regular checking: \$34,748.91
  - > Deposit checking: \$4550.00
- This month's expenses:
  - > \$0.00
- 2015 HOA dues paid to date: 98.31
  - > \$725 in outstanding due payments (see below)
- 2016 HOA dues paid to date: 77.73% (up 4.8% from last month)

**HOA FEES PAST DUR LIST (2014-2015)**

<u>Address</u>	<u>Yearly Dues</u>	<u>Name</u>	<u>Park Lot</u>	<u>2014/2015 Dues Status</u>
1401 Cedar Lake Dr	\$125	Anthony & Marge Mazzenga	No	2014 Unpaid
1406 Willow Glen Dr	\$150	Barbara Ehley	Yes	2014 Unpaid 2015 Unpaid
1309 Willow Glen Dr	\$150	Becker Brothers	Yes	2014 Unpaid 2015 Unpaid

- 1401 Cedar Lake Dr check to see if Mazzenga's are still in residence at the property.
- 1309 Willow Glen Dr Chad will call Munge (realtor) regarding past dues; if no positive action from realtor; Chad will contact Becker Brothers who own the property.
- Next month need to decide whether to place liens on properties with unpaid dues.

Kathryn motioned that Treasurer's Report be approved; seconded by Bonnie; all approved; motion passed

## Pond Report

- Ponds have been mapped.
- Jim put a packet together for the Monthly Meet with the Mayor and met with the Mayor on March 14, 2016; packet included:
  - Pictures and videos after a heavy rain last spring.
  - Maps from Google Earth showing Village of Metamora set up of drainage system prior to houses and golf course being built.
  - Possible flooding risk to homes especially on Stonebridge where water gets close to some of the homes; due to drainage into pond 1; most of which is from the Village of Metamora, the Golf Course, and Coal Bank Road.
  - Video and pictures of drainage from golf course and village to Pond 1.
  - Results of Pond Mapping.
  - The Mayor stated that there is a problem and he will put Jim on the schedule to speak to and present reports, pictures and videos at the Public Works Meeting.
  - Farnsworth Engineering is the company which Dave Mueller worked with to determine the Village was responsible for the drainage issues at the culvert between 1255 and 1259 Willow Glen Dr.
- Jim called Bill at Marine Biochemist asking if a new contract was needed. A new contract is needed; there is a slight increase for the trip charge. Bill will give a written report on oxygen levels and plant types in the ponds. Bill recommended approving the contract with Marine Biochemists.
- Jim gave preliminary information on Pond Colorant to make the ponds look pretty once the ponds are cleaned up. The colorant does not harm insects, fish or plant life. Informational only at this point.
- John Nungester asked if the Pond Committee is aware of the concrete which was dumped in the drainage path between Ponds 1 and 2 as well as what may be hay growing in the outlet of Pond 1. Also, there is a lot of trash in the drainage areas.
  - Jim Susin stated he was aware of the concrete. Per Jim the Department of Conservation of Illinois recommended placing river rock on either side of the concrete to direct the water over the concrete.
  - The Pond Committee will check on the plant growth.
  - The Pond Committee will plan a cleanup day for the trash.
  - Tom reported Christmas Trees have also been dumped in the drainage area which Tom pulled out of the water so they would not impede the flow.
  - Tom will ask Dave Mueller if the Village will enforce the any ordinance against people dumping in the drainage lines.

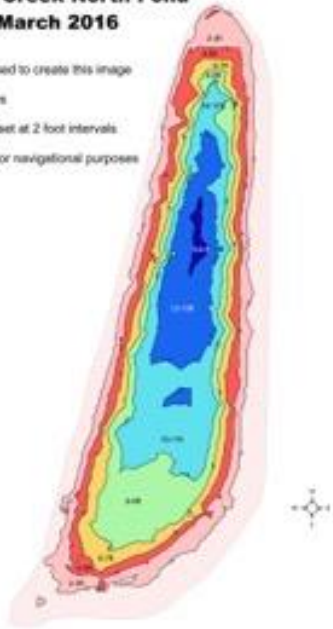
## **Superior Seawalls and Docks Depth and bottom survey for Willow Creek in Metamora, IL**

### North pond:

- The shoreline has < 6 inches of muck with a few small spots that are 6-12 inches
- The bottom composition probed at 4 feet of water depth or more is firm (< 6 inches)
- The water depth goes to over 8 feet quickly and could not be reached for probing
- One area with thicker muck is where the stream enters the pond in the SW corner. It is outlined on the map. The muck is slowly accumulating and spreading out into the pond.

**Willow Creek North Pond  
March 2016**

1142 points used to create this image  
2 surface acres  
Contour lines set at 2 foot intervals  
Not intended for navigational purposes

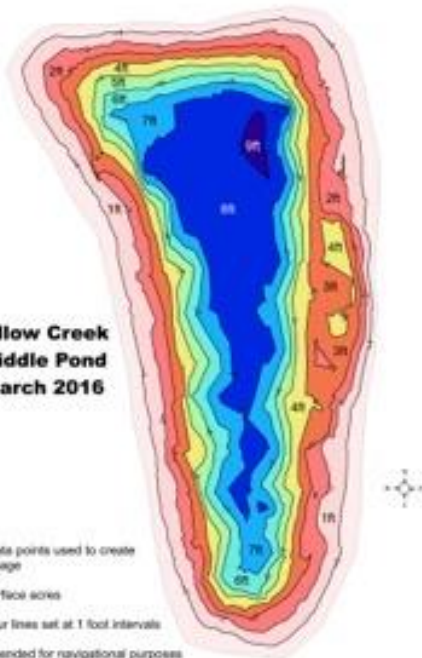


**Middle pond:**

- The shoreline is firm with < 6 inches of soft material which is mostly mud and clay
- The center portion of the pond has < 6 inches of muck
  - The bottom composition appears to be firm and in good shape

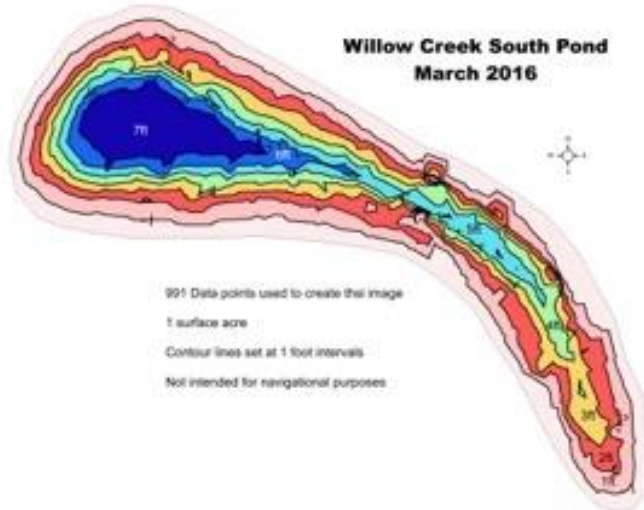
**Willow Creek  
Middle Pond  
March 2016**

708 data points used to create  
this image  
1.5 surface acres  
Contour lines set at 1 foot intervals  
Not intended for navigational purposes



South pond:

- The shoreline has roughly < 6 inches of muck around most of the pond except for the shoreline near the east end. That area has around 1 foot of muck near the shore where the water comes in from the golf course.
- The eastern 1/3 of the pond has organic muck depths around 1 foot deep throughout most of the center portion of the pond
- The middle area and western end of the pond has muck levels of < 6 inches in the center portions.
- There are pockets of deeper muck near the shore but they are random and small in total area.



Mowing Report

Nothing new at this time.

ACC Report

- The deposit for the Kamm house will not be released until the contractor completes all requirements.
- Carla has sent two emails to Matt Sanders regarding his proposed outbuilding with no answer. The HOA will wait for Matt to submit plans.

Hospitality Committee Update – March Meeting

No homes were sold this month, but 2 have gone pending.

- 6 homes currently for sale (1 pending)
- 1 home recently delisted, but not sold
- 3 properties under construction (1 pending)
- 10 empty lots for sale
- Kathryn will write a Welcome Letter for new residents which will include information on the monthly board meetings, that board openings will occur next year and the HOA Website.

- 1301 JoAnna home is pending and scheduled to close April 18, 2016.
- 905 Stonelake was put up for sale.

### Sale of Common Ground

From Dan Evans:

- Thanks for requesting a quote to complete a survey of the common ground for the Estates of Willow Creek subdivision. I've determined the scope based on reviewing the email you sent on 2-2-16 and speaking with you on the phone yesterday. The scope will be as follows:
- Complete boundary survey of common ground as shown on the final plat of the Estates of Willow Creek. \$1,900
- Draft plat of initial 4 parcels to be conveyed to the adjoining lots. \$1,100
- Draft additional plats for conveyances of remaining tracts. \$800 for each plat.
- The total fee for completing the initial survey and drafting the plat for the first parcel (4 tracts) is \$3,000. Each plat after that will be \$800 each.

Discussion:

- Unsure of exact cost involved after initial charge of \$3,000 for a number of parcels.
- Unsure if this figure is high
- Chad will ask for bids from other surveyors
- Jim will contact a realtor at Remax about costs of transactions to transfer land.
- The survey bid we received is higher than anticipated.
- Tom checked his deed; there is nothing on it about each homeowner owning a fraction of the common ground as was suggested in the February meeting.
- Jim also plans to check his deed.

### Storm Sewer Update

- No date has been set to repair the drainage issues at the culvert between 1255 and 1259 Willow Glen Dr.
- The Village will set the date as weather permits.
- Rain is a concern as tire ruts are not wanted due to equipment on the ground; as well as erosion if project is started and stopped due to rain.
- A dry spell is needed for work to proceed.

### Signs

- Signs announcing HOA meeting; Brad was absent and report is not available for discussion.
- Kathryn will email Brad requesting an update and forward any response to HOA Board.

### **NEW BUSINESS**

- Need pond committee for update on Jim's meeting with the Mayor.
- The Board agreed to have a closed meeting in April after the General Meeting to discuss procedural items.
  - **All Board Members need to review the Covenants, Amendments, attorney letters and By-Laws in preparation for this discussion.**

### **Board Member Action Items: by Kathryn Diaz**

- Chad to contact attorney about bill
- Chad will contact Monge/Becker Brothers about past due dues
- Chad will not release funds on the KAMM house until all issues are resolved
- Chad will call Millennia Professional Services for clarification of their quote
- Bonnie will contact Andrew about 2016 minutes (complete)
- Bonnie/Jim draft letter about 2016 past due dues to share at April meeting
- Jim will find out when current residents for 1401 Cedarlake Dr moved in to determine what they owe on dues
- Jim will follow up on attending a Public Works Meeting to present pond problems
- Jim will contact Matt O'Shea about getting involved with the discussion with the village about the ponds
- Jim will renew the contract with Marine Bio Chem
- Jim will call his contact at REMAX for guidance on surveying and selling property
- Kathryn will get gift to new residents of the KAMM house (complete)
- Kathryn will contact Brad about sign quote
- Tom will approach Dave Mueller about dumping landscaping into sewer drains
  - Is it against city ordinances?
- ALL – please review letters from the attorney and covenants prior to the meeting in April

### **Monthly Tasks by Kathryn Diaz**

- Committee Chairs will submit reports by email to President by 10 pm on the second Thursday of the month
  - Architectural Committee Chair will bring any additional submissions received after Thursday to the board meeting
  - Treasurer will bring report to date to the board meeting with handouts for the members
- President will compose agenda and email it and all reports and attachments to the board members by the Monday prior to the board meeting.
- Board members will read agenda and all reports prior to the monthly board meeting.

Tom moved to adjourn the meeting; seconded by Chad; all approved; motion passed. Meeting adjourned at 7:53.

Respectfully Submitted  
Bonnie Nungester  
Secretary.