

**September 20, 2018**

**7:00PM**

**Willow Creek of Metamora – HOA Minutes**

P - Steve Landau  
A - Jim Susin  
P - Tom Thomas  
A - Chad Langan  
A – Jon Van Order  
P – Eli Grove  
P=present A=absent

Guests:

Steve Johnson, John Nungester, Bonnie Nungester, Andrew Elliott, Stephanie Elliott

Meeting opened 7:03PM 9/20/18

**Secretary Report:**

Approve June 2018 Minutes:

No quorum to approve

**Review Interim Motions:**

**Eli Grove to replace Carla Guiher on HOA Board**

Move to add Eli Grove (1129 Willow Lake, Metamora, IL) as an interim member effective immediately (with full board member privileges) of the Willow Creek Board of Trustees, replacing Carla Guiher who resigned from the board. Grove to become a full member (and start his 2 year term), by homeowners' vote at the annual

Homeowners meeting in November: Steve

2<sup>nd</sup>: Tom

Approved (8/19/2018)

**Shed Approval: 1271 Willow Glen**

Proposal Revised : 8/11/2018 (Including technical specification of the shed)

Motion to Approve revised shed application for 1271 Willow Glen: Steve

2<sup>nd</sup>: Tom

Approved : (8/15/2018)

**Shed Approval: 1271 Willow Glen**

Proposal Received : 7/26/2018 (Received via post, with Dues payment)

Discussion.

Rules concerning "Permanent structure". Footing vs anchors.

Shed is complete. Delivered 2 days after application was received.

No documentation of construction was provided. Tom contacted the builder.

No documentation of location was provided

Motion to Approve shed application: Tom

2<sup>nd</sup>: Jim

1 vote NO: Unanimous approval is required to pass email vote.

Motion fails.

**Shed Approval 1301 Willow Glen**

Proposal Submitted : 7/25/2018

Discussion. Rules concerning "Permanent structure". Cement floor verses concrete footings. It was decided that the Covenants do not specify a cement floor and therefore footings are acceptable.

Application is uploaded to Google Docs

Motion to approve: Tom

2<sup>nd</sup>: Chad

Approved

**HOA Property Awareness Walk**

Tom would like to lead a community walk through the HOA property to build awareness of what we have to offer and maintain. Walk to be Aug 4 for 1hr. Pre-Walk by board members July 28.

7/22/2018

Motion: \$75 to for advertising (signage and handbills) for an HOA Property Awareness Walk. – Tom

2<sup>nd</sup>: Jim

Approved

**Jon Van Order to replace Brad Wilson on HOA Board**

Jon Van Order has submitted an application and biography to join the HOA board.

7/20/2018

Motion: Move to add Jon Van Order (1281 Cedar Lake Dr, Metamora, IL) as an interim member effective immediately (with full board member privileges) of the Willow Creek Board of Trustees, replacing Brad Wilson who resigned from the board due to home sale. Van Order to become a full member (and start his 2 year term), by homeowners' vote at the annual Homeowners meeting in November. – Steve

2<sup>nd</sup> Chad

Approved

**Van Order HOA dues.** Discussion (at Eli's Coffee Shop, 7/14/2018). Van Order's house is built on 2 properties with the lot line dividing his home. Van Order has gone to the county and requested a single PIN (Parcel Identification Number) for his property essentially combining his 2 lots into a single lot as viewed by the county and the village.

7/14/2018

Move to adjust Jonathan & Sharlene Van Order - HOA dues (property 1281 / 1287 Cedar Lake Dr) to align with the Woodford County Assessment of a single PIN (Parcel Identification Number 0918306045). HOA dues to be applied to a single lot of 1281 Cedar Lake Drive. – Steve

2<sup>nd</sup> Tom

Approved

**Peoria Lawn Contract**

Discussion: Extend the lawn contract by 2 years (if possible) with Peoria Lawn

7/19/2018

Motion: Extend the lawn contract by 2 years (if possible) with Peoria Lawn - Jim

2<sup>nd</sup> Tom

Approved

### **Treasurer's Report:**

#### **Quarterly Updates:**

Regular Checking : \$33166.02

Deposit Checking : \$1550.00

#### **Expenses:**

Ameren Electric - \$77.29, \$75.67, \$79.92

Tom Thomas - \$34.10 (Signage). \$1.79 (water), \$18.66 (printed tour handouts)

Steve Landau - \$18.48 (grass seed)

Peoria Lawn Maintenance - \$3490.00 (mowing x 4, weed spray, topsoil, seed straw), \$1020 (mowing x 2)

**Total Expenses Paid: \$4960.95**

#### **Dues Status:**

2014 Dues 100% Paid

2015 Dues 100% Paid

2016 Dues 98.31% Paid (\$387.50 Outstanding)

2017 Dues 97.49 % Paid (\$600.00 Outstanding)

**2018 Dues 93.31. % Paid**

Motion : Approve Financials:

No quorum to approve

### **Landscape Committee**

#### **Watershed Drainage and culvert Clean out between Willow Glen and Cedar Lake**

(Major storm / rain event occurred 21Jun2018 (4-6 pm))

Discussed meeting with Jason Jones, Village Board, Farnsworth Engineering: looked at the area

Erosion behind the culvert near golf course.... Village will provide rock to back fill around culvert. The rock will come from 1500 Rd project. Expected delivery of rock early Oct.

Spill way north side of Johanna, loosening rocks... Per the neighborhood drawings this is HOA property. Survey pins were located and match the property drawings. Farnsworth Engineering suggested that the area is currently structurally sound, as the cement behind the rock face runs a couple of feet thick. The boulders are decorative. On-going maintenance repair should be started / performed to repair erosion, but it is not an emergency at this time. The suggestion was to maintain a "section" every year. Long term, the walls of the spill way should be sloped, similarly as to what is shown on the neighborhood drawings. - Will discuss options with contractors, such Fred Schrepher

#### **Accident**

Brandon Rhodes had an accident on 05Sep2018 while travelling north on Coal Bank Rd. He went off the right side of the road, skimming the utility pole and crashing into our entry wall on the south side of Cedar Lake Drive. Rhoades was driving a truck owned by Fred Schrepher.

Tom visited the site and arranged a meeting with Schrepher. Steve and Tom met with Schrepher and an agreement was reached where Schrepher would repair the wall at no charge to the HOA. Repairs were complete 19Sep2018.

### **Cat Tails**

The board had discussed contacting Metamora Fields to manage our ponds as well as managing their own. Unfortunately, Metamora Fields only has a commercial license, (not a residential license) and are not authorized to perform work on our ponds. Marine Bio-Chemists was contacted and submitted a quote for \$300 to spray for cat tails on pond 1. No quorum to motion or approve. Will create an email vote.

### **Architectural Committee:**

Nothing to discuss

### **Hospitality Committee:**

1 house pending

4 houses for sale

1 home under construction (Nothing from Preferred Homes – Lot 119

5 lots for sale

### **New Business**

#### **Annual letter:**

Steve passes around a copy of the proposed annual letter. 2 typos were found, but there were no objections. Intended to send out the first week of Oct.

#### **Contingency Plans:**

There is a possibility that the HOA board may not have enough members to create a quorum (4 of 7).

1. The HOA will still exist
2. There is a minimum amount of required work
  - a. Collect / Process dues
  - b. Manage property: (Cut Grass / Manage Ponds)
  - c. Pay Bills (Insurance, Electric, Post Office, Web Site)
  - d. File Taxes

#### **Options Presented:**

1. Budget approved during annual meeting. Manage all expenses within budget.
  - a. Voting for building projects such as new homes, fences, sheds etc????
2. All homeowners that come to meeting will have privileges to motion / vote
  - a. Need to recheck the bylaws.
3. Hire a management company to manage the “required work”
  - a. Concerns about leniency on our neighbors. (break the rules apply a lien)
  - b. Voting for building projects such as new homes, fences, sheds etc????

No decision at this time

**Open Discussion:**

**HOA Website.** (Andrew Elliott): HOA domain name is about \$10. Website hosting about \$120. The hosting service allows for many options, such as file storage, on-line forms, on-line payment, and many other website functions that the HOA does not take advantage of. Andrew says that he is a website “hobbyist”, and does not have the experience to fully utilize these other features.

**Ponds** (Steve Johnson): Are the aerators working? Are the grass carp still in the ponds, are they doing their job?..... Marine Bio-Chemist took water samples during their last visit. The aerators are working as expected, raising the oxygen levels in ponds 1 and 2. This will help with vegetation decay over time. We have no idea if the grass carp escaped during the big rain. We assume that they are still in the ponds.

Meeting Adjourned: 8:02