

Meeting Minutes

Jonathan Association Board of Directors – September 13, 2016

Attendance: Steve Dummer, Judy Grosch, John Hace, Denise Klimek Hedtke, Justin Scharpen, Stephen Wolff

Gassen: Property Manager – Carla Gruenhagen, Site Manager – Carrie Maass

Open Forum:

John Siegfried, 110696 Village Road #105, shared concerns with audio quality of board meetings and council meetings. He recommended that the City of Chaska make equipment improvements. He congratulated the board on the pavilion improvements. He suggested tree trimming by the hour instead of trying to get bids. He recommended preventive tree maintenance in the future. Wolff asked his vision for the pavilion. Siegfried acknowledged that the showers and beach will no longer be used. He shared hopes for canoe rental. He recommended getting rid of excess concrete, planting more trees, trimming, and removing some. Wolff thanked Siegfried for his efforts on the trail project.

Marie Esch, 110114 Arboretum Way, shared concerns about open forum not being included in the recording. She shared Siegfried's concerns about the audio quality of meeting recordings. She thanked past & current boards for progress on the pavilion. Esch requested tree branch maintenance. She reported broken & dangling branches over trails & in common areas. She commended Benz on their work ethic & practices.

Alice O'Donnell, 110112 Friendship Lane North, came to listen to the bridge discussion. She also shared concerns about the large willow tree in N1, behind Waybury. She would like the tree taken down. Grosch added that there is no sign on the steps side of the N3 abandoned bridge. O'Donnell requested that it be made more safe. **Board directive: Management indicated to either add another sign, or move one of the current signs.**

Call to Order: 7:00 pm

Designate the Quorum: 6 directors present, quorum designated.

Adopt Agenda: Motion to adopt the agenda, Dummer/Hace. Passed 5-0.

Adopt Minutes: Motion to adopt August minutes, Dummer/Grosch. Passed 5-0.

Unfinished Business:

- A.) Bridge Resolution:** Gruenhagen, Maass, and Matt Clark, Chaska Assistant City Engineer, met to discuss what needs to be done to decommission the bridge. He indicated that we are taking the correct steps. Gruenhagen stated that asphalt needs to be removed & grass planted on both sides. Adding a retaining wall was recommended. Hace recommended keeping the asphalt for erosion control. He doubts grass will grow. He doesn't want to spend the money to remove the asphalt. Wolff disagreed. He reviewed the pathway layout, path ownership, and shared that asphalt should be removed on the street side, but wouldn't be necessary on the tree side. Gruenhagen said that the documents will be drawn up by October meeting for board approval. **Board directive: Check with the City to determine trail ownership of both sections in Hidden Creek.**

B.) Pavilion: Wolff provided a summary of phase I. Phase II is near completion. Board to determine paint color, countertop, and light fixtures. The budget has already been approved. Grosch indicated a lighting preference for the outdoor LED cast flush mount light fixtures. There's one year from the time of bulb purchase to obtain an LED rebate. Wolff recommended lighting that will give a true color. Paint samples were circulated among the members in attendance & the board. Hedtke preferred "elephant". Grosch preferred the lighter gray. Wolff preferred red & cream to create a floating effect. Scharpen agrees with Wolff. He discourages the logo on the pavilion. Dummer said silo colors & logo. Hace likes the logo & shares Hedtke's concern about fading, but is happy to go with the majority.

-Motion to approve silo paint colors (Crabby Apple sw7592/Honied White sw7106) for the pavilion Hace/Dummer. Passed 3-2.

-Motion to paint the outside red, the interior walls cream, and the two corner pillars red with the remaining pillars white. Grosch/Scharpen. Passed 4-1.

-Motion to approve Corian Countertop - Allspice Hace/Dummer. Passed 4-1.

Consensus was in favor of including the logo on the pavilion. Materials were discussed.

Motion to hire Elements, Inc. to do one logo, Hace/Dummer Failed 2-3 **Motion to go with single logo with 6 one 2 Signs for \$2035 Grosch/Dummer. Passed 4-1.** Wolff recommended 8 LED flush mount, 2 exterior e-conolights, and 2 can light fixtures, installed by Bill Mitchell.

Phase III about surrounding area appearance is next. Wolff directed board to consider choices and gather member input for discussion on web site & annual meeting.

C.) Silo: Maass indicated that painting will start 9-15-16. Management recommends retaining perennials. If they get too damaged, they will add mums for color.

D.) Close out 2016 Capital Projects: Wolff asked for outstanding items. Management indicated the bridge. It can wait until spring per Assistant City Engineer.

E.) WLS Easement: Easement language prevents signing. New wording was sent last week. Wolff will be the last to sign it. He reminded the board that there's a two-year window in which it will remain in effect.

F.) Strategic Marketing Plan: Scharpen wants the board to come together to draft a communication plan as a template to enable assessing progress. He yearns for a communication vision. Grosch suggested working on it during the upcoming 10-15-16 board work session. Hace agreed that procedures, duties, roles, & responsibilities need to be more clearly defined. Wolff wants board to consider web presence & a complete marketing plan, as well. Grosch suggested a survey in the newsletter. Wolff would like to engage a professional company to "take the temperature" of the members to determine what they value most about the Jonathan Association. Gruenhagen will poll other associations to get ideas about what they do in this regard.

New Business:

A.) Elect Treasurer: Bostrom resigned from the Treasurer position, mid-month. Scharpen resigned as Vice President & stated his interest in the Treasurer office.

-Motion to nominate Jon Hace for Vice President-accepted, Scharpen/Grosch. Passed 5-0.

-Motion to nominate Scharpen for Treasurer-accepted, Grosch/Dummer. Passed 5-0.

B.) **Review Budget:** Hace suggested “trails”, “amenity maintenance”, and “tree maintenance” as budget line items. Wolff clarified that we are reviewing the operating budget, not the capital budget. Gruenhagen reviewed operating/capital/reserve funds. Discussion about seasonal office help 26 weeks/year, ½ time position. **Motion to approve proposed budget that would set dues at \$265; reduce line 6010 to \$10,000 and allocate \$4292 from 6010 to 5781, Scharpen/Dummer. Passed 5-0.** Wolff suggested setting the 2017 health care contribution to 50% of single coverage, unless they elect no coverage. **Motion to set the 2017 health care contribution to 50% of single coverage, unless they elect no coverage, Hace/Scharpen. Passed 5-0.**

C.) **Buildings & Grounds Committee Charter:** Scharpen summarized the history of the Buildings & Grounds Committee. He presented the new charter, stating that it lays out ground rules. Hace complimented the writing and requested more specificity. Scharpen suggested that he, Hace, & management have a conference call to complete the charter. **Board Directive: Send a conference call number to Scharpen & arrange the call.**

General Reports:

Management Report: Erosion update from Maass. Hace mentioned erosion further downstream at the next culvert. **Board Directive: check erosion downstream caused by higher velocity & provide update at October board meeting.** Gruenhagen explained reserve study meeting & process scheduled for 9-29-16.

Calendar of Events: Fall clean-up postcards will go out soon. The event is October 29th. The goal is to send them 10 days before the event. The board meeting for November will remain on November 8th.

President’s Report: Written report. Wolff thanked the staff & management team for a successful capital management season. **Board Directive: Create rules for pavilion use, monitor weeds at pavilion, draft a pavilion status update for posting on web site with a feedback link.** Wolff thanked Chaska Herald editor, Mark Olson, for his well-written article about the pavilion. He also thanked Walt Ripplinger, Sara Hanlon, and Gordon Stewart for their letters to the editor.

Heritage Committee: no meeting, no report.

Communication Committee: Scharpen met with Clint Prescott from Lucky Creative with the future communication plans in mind. He is determined to plan for what Jonathan is going to be known, in the future.

Treasurers and Financial Committee: Newly elected Treasurer, Scharpen, summarized balances. He stated that the Jonathan Association is in “very healthy financial condition”.

50th Anniversary Committee: The committee is debating whether the celebration should be educational vs. entertaining. Combining it with the 4th of July celebration may be the best for fiscal responsibility & community awareness. Grosch will contact Senator Klobuchar’s office to change the date. There are five people on the planning committee. Scharpen & Grosch suggest working together with the Activities Committee. There is another committee planned next week.

Adjourn: Motion to adjourn, Hace/Grosch. Passed 5-0. 9:18 pm.