

**RAPIDS OF KEEFER CREEK COMMUNITY ASSOCIATION, INC.**  
**BOARD MEETING**  
**(Virtual Meeting)**  
January 26, 2021 - 7:00 P.M.

**AGENDA + Meeting notes**

**I. CALL TO ORDER**

**A. PRESENT AT THE VITURAL MEETING**

- CASSANDRA KELLY
- KARLA OLSON
- BILL LOUTHAN
- KIRK MORTORFF
- MARC THOLEN

**A. Appointed positions for 2021**

**A. President –**

**I. Open...**

**B. Vice President –**

**I. Open...**

**C. Secretary –**

**I. Marcus Tholen 17/0 – voted in position**

**D. Treasure –**

**I. Karla Olson 17/0 - voted in position**

**E. Directors –**

**1. Section 1:**

**A. Kirk Mortorff**

**2. Section 2:**

**3. Section 3:**

**4. Section 4:**

**5. Section 5:**

**6. Maintenance / Contracts:**

**A. Bill Louthan**

**B. Notes from appointments – During the collection of the dues, a resident was identified to be part of the Board – J. Berry. This write in was by a separate party. Karla will be reaching out to persuade Mr. Berry to volunteer his time.**

**II. FINANCIAL REVIEW (Karla)**

**A. November/December Reconciliation**

**a. Accountant, June Ball, has all the documents.**

**b. All bills are paid and June will be doing the end of the year closing documents.**

**c. June will also provide Karla with the tax paperwork.**

**B. Dues Report (258 Residents)**

**a. Payments received**

**i. On the 2021 Due Report**

1. 30 PayPals are not captured on the report
  2. Approximately 72% of the residents paid in full for 2021 as of 1/26/21. BETTER than 2020 at the same time.
  3. Received \$19,265 as of 1/25/21
- b. Late Notice letter
- i. In 2020 we sent out a letter in February and March – give them 3 weeks when we mailed it.
  - ii. 2021 plan - Letters should go out on Feb 15<sup>th</sup> – Late fees will be March 8<sup>th</sup>
    1. **Karla** to draft and print on Blue paper
- c. PayPal usage as of 1/25/21 for 2021 dues
- i. 60 Residents used this feature to pay online (24%)
- C. 2021 Budget Approved
- a. Present 2021 Budget
  - b. Vote – Board voted that the 2021 budget moves forward.

### III. COMMITTEE REPORTS

#### A. Architectural Control

- a. No request at this time.

#### B. Maintenance

##### a. Debris Removal Quote –

##### i. Vendor - Uncommon Grounds Lawn and Landscape

##### 1. Clearing and removal of Trees up front by the entrance

a. \$250.00

2. Voted – move forward with this service. **Bill** to reach out to Uncommon Grounds.

##### ii. Brush Clearing of Sweet Cider Road (Choose 1 option)

##### iii. Vendor – Uncommon Grounds Lawn and Landscape

##### 1. Clear cut brush and debris 3’back and leave debris in wooded area

a. \$750.00

##### 2. Clear cut brush and debris 3’ back and haul away debris

a. \$1350.00

b. Voted – move forward with this service. **Bill** to reach out to Uncommon Grounds and discuss where the expectation of 3’ starts.

##### b. Additional street signs

##### i. Vendor Custom Signs

##### ii. Purchase street signs – QTY 6

1. Cost for 6 signs - \$2657.40

2. Voted – Bill made motion – Board voted – move forward with signs. **Bill** to place the order

##### c. 2021 Pond Treatment Quotes-

##### i. Pond #1 and Pond #2

1. Bronze – Basic Algae - \$738.30
2. Silver – Algae & Weed - \$923.41 (2020 – this is the service they provided – same cost.
  - a. *Motion from Marc – Board voted to move forward with the Silver package. Bill to call Pond Champs to place the order and confirm the color Black for 2021*
3. Gold – Summer Weekly Control - \$1230.50

C. Covenant Violations

- a. *No violations brought to the board since the last meeting.*

**IV. BUSINESS**

A. Legal

- No Legal actions at this time.

B. Communication

- Need to change the sign up front – any suggestions?
  - i. *Marc to come up with something clever and replace by 1/31/21*

C. Cap on Playground post

- *Karla to get this completed*

D. Stop Signs at end of cul-de-sacs' (ie: Weather Wood Place)

- *Marc to call 311 to discuss and get options*

E. Hiring outside service to run the day to day operations

- Newcomb Group
  - i. <https://www.newcombgroup.us/>
- *Marc to get more information – potentially set up a meeting / presentation with the Newcomb Group.*

F. Next Board Meeting: March 16 @ 7pm – Virtual until further notice

**V. CAPITAL PROJECTS/GOALS for 2021**

A. Go through each item, get information, vote on the project:

- a. Entrance Tree removal & Replacement (Continuation of 6 year plan)
  - i. *3<sup>rd</sup> year of the project. Next 2 years we could finish up front. After that we will start working along the road.*
    1. *6 trees replaced – Actually 6 Evergreens, 1 blue spruce and 2 giant arborvitaes*
  - ii. *Cost – Approximately \$2500*
- b. Additional Street Signs – *See information above.*
  - i. Details of the project
  - ii. Cost
- c. Benches added
  - i. Details of the project
  - ii. Cost
- d. Gym equipment along sidewalk on Sweet Cider Road
  - i. Details of the project

- ii. Cost
- e. Fountain in front pond
  - i. Place the fountain in the holding pond up front
    - 1. *Place the fountain in the pond up front*
    - 2. *Bill has talked to Mike and he has quotes for 2 fountains*
      - a. *Decorative fountains don't aerate*
      - b. *The front pond does not need the aerator.*
      - c. **Bill** *to talk with Carlin about power available down near the bottom of the pond.*
        - i. *Does electricity need to be run*
        - ii. **Bill** *to talk to possible vendors*
        - iii. *No on Pond Champs fountains for now. Get additional information.*
        - iv. **Bill** *to come to next meeting with more information on fountain in the front pond*
  - ii. Cost – \$3000
    - 1. Pond Champs –
      - a. 3 yr warranty
      - b. 4 spray patterns
      - c. 2 LED light system
      - d. Total \$3000

**VII. Open Items:**

- A. *Communication from Resident about trees falling (FB post). Board responded to the same post and asked for address. Assumed it was on wetlands and more than likely be managed by DNR. Action item – wait for more information from the Resident. Once address is received, Marc and Bill to go and discuss with the homeowner.*
- B. *From Cassandra (former ROKC president)*
  - a. *Falls has reached out about helping pay for a sign in-between Rapids and the Falls on Still Hollow Run. Action – wait for more information but the board feels that the sign is not a good investment for the ROKC and had no say in the sign that was posted.*
  - b. *Land up front owned by the church*
    - i. *They have reached out to ROKC to get general information.*
      - 1. *Cassandra to send over contact information.*

**VIII. ADJOURN**