

# **Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, May 12, 2020**

In compliance with Covid-19 pandemic guidelines, Peter Bakas called the meeting to order at 7:35pm via Go To Meeting teleconference. Board members participating: Peter Bakas, Joe Broda, Pat Coughlin-Schillo, Marg Hough, Bob Klaeren, Les Lavin, Chris Lotysz, Mark Munoz, George O'Hare, Michael Olson, Pavel Snopok, Alden Snyder, Liz Sullivan, John Warrington and Beth Zigrossi. Paula Gleason was Recording Secretary. A quorum was available.

**Open Forum** – None

## **Minutes of the Prior Meeting**

Minutes of the March and April meetings were presented for review.

**Board Motion:** Joe Broda motioned to approve the March meeting minutes, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

**Board Motion:** Alden Snyder motioned to approve the April meeting minutes, Beth Zigrossi seconded. Motion was passed by a unanimous voice vote.

## **Treasurer's Report**

Joe Broda reviewed the April Balance Sheet and Income and Expense Statement.

**Board Motion:** Alden Snyder motioned to approve the check register expenditures of \$26,403.80 for May, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

## **Transition Committee Report**

Marg Hough reported that three of the four companies who submitted proposals by the April 2<sup>nd</sup> due date will be interviewed within the next few weeks. Alden Snyder will schedule late afternoon Go To Meeting schedules for these interviews with the subcommittee members Peter Bakas, Les Lavin, Joe Broda and Marg Hough. Ongoing encroachment issues and assessment issues continue to be addressed by the Transition Committee.

Telephone log line items were included in the Board packet.

A list of April newcomers was provided. Board Directors are encouraged to call on newcomers in their respective areas

## **Finance Committee**

Joe Broda noted that the GTIA 2019 Annual Report and the Statement of Change of Registered Agent were filed on April 16, 2020 with the Illinois Secretary of State. To date, 29 liens have been released. The Finance Committee met April 23<sup>rd</sup> to review past due account status (38 as of this date), collection policy and bankruptcy/foreclosure. Peter Bakas requested the GTIA attorney to research the top 18 accounts with a balance over \$1,000 and provide a full report prior to the next Board meeting with recommendations on how to proceed.

**Board Motion:** Marg Hough motioned to delay our collection policy activity, in light of the Pandemic crisis, on all past due accounts as discussed, for sixty (60) days beginning June 1, 2020 as we work with our attorney on how to proceed, Liz Sullivan seconded. Motion was passed by a unanimous voice vote.

**Maintenance Committee** - Les reports that Balanced Environment completed mowing area clean-up in late April followed by the regular mowing schedule on May 4. Balanced Environment will remediate ruts in very wet areas as weather permits. TruGreen completed the first herbicide application under their contract with Balanced Environment. There appear to be

some discrepancies about certain GTIA, Park District and Village of Lisle areas being sprayed. Maintenance will address this issue with Balanced Environment prior to the second application by TruGreen in June. The consensus was to continue to apply herbicide as indicated on the map being used by TruGreen. Balanced Environment added mulch to the accent areas and nursery stock and will continue more mulching about May 18. Balanced Environment also prepped and installed seed blankets on vacant rows in the nursery.

Last year the Board chose to avoid using Round-Up around tree rings and requested Management to experiment with an "organic" way to control undergrowth. An organic product was never approved so the experiment didn't occur. In the interim, Balanced Environment used weed wackers around the trees on islands and on common areas adjacent to major roads. Lee suggests the Board needs to discuss how to proceed to control undergrowth for the balance of this season.

In the next two weeks, Balanced Environment will prepare accent area beds for annual planting. Tulip bulbs will be placed behind the signs. Once we are notified the bulbs have been removed, an on-line notice should be posted to invite residents to take them. Planting of the annuals is scheduled to commence May 18, weather permitting. Once planting is complete, Balanced Environment will begin watering. Joe Broda volunteered to pick up the water meter from the Village of Lisle

Adding to Park District property ownership issues noted in the April Maintenance Report, it has been noted that there are other areas which do not belong to the Association that have been receiving GTIA maintenance. Due to the ongoing complexity of parcel pin number identifications and legal issues related to transferring small parcels of land, the general consensus was to defer research of these potential problem areas to the new management company once they become familiar with the GTIA landscape and DuPage County records.

T&M completed the contract work within and near the nursery area on May 5. While in the area, T&M's arborist inspected three trees along the trail for disease or infestation. The arborist advised these are "soft trees", subject to insect damage, but are in no immediate danger.

T&M submitted a proposal to remove and trim trees in the patio area within Woodglen Village. However, Les recommended the Board accept the prior Balanced environment proposal for the same scope of work.

**Board Motion:** Les Lavin motioned to approve the Balanced Environment's Proposal for removal and trimming of trees in the Patio Area within Woodglen Village, in the amount of \$4,800, Alden Snyder seconded. The motion was passed by a unanimous voice vote.

No action taken regarding inspirational messages attached to approximately 10 to 15 trees along the trail south of Green Trails Drive on the west side of College Road.

Schwartz transplanted the 13 deciduous trees from the nursery. One resident who received three of the trees was billed for the agreed transplanting cost, but reimbursement has yet to be received. Les suggested in the future that our contractor should bill the resident directly.

Piles of branches have been identified in several areas. Maintenance Committee requested and received a not-to-exceed \$2,000 Board authorization to contract with R&D for removal of six areas of piled branches and a tree by Kennedy Junior High.

An L-shaped area behind HF2062 where tree and bush removals were performed last year requires restoration. The Maintenance Committee requested and received a not-to-exceed \$525 Board authorization to contract with the homeowner's contractor to hand remove stumps, level, remove invasive growth, prep and seed.

Les continues to pursue Cree for original order discrepancies. Les Lavin will send written request

letter via U.S.P.S. to ComEd to determine new billing reductions for non-metered usage cost.

Eighteen (18) Letters of Education have been issued to residents advising of common area violations. Three encroachments pertained to equipment placed on common area; those homeowners have complied. Fifteen were regarding drainage discharging onto GTIA common area. Les will continue to copy Molly Garro, Village of Lisle Storm Water Engineer, with GTIA letters pertaining to drainage.

WV2061 submitted an Architectural Control request to resolve their issue; Les recommended approval.

**Board Motion:** Les Lavin motioned to approve the Architectural Control Request as submitted by WV2061, Bob Klaeren seconded. The motion was passed by a unanimous voice vote.

Joe Broda will provide a copy of the GTIA map with lot numbers for each Board member to use when walking their area. Board members should identify any GTIA area issues and subsequently communicate those problem areas to Les Lavin and the Maintenance Committee prior to the next Board meeting, so they may review crackfill, sealcoat and trip hazard repairs needed this year.

**Communication Committee** – No Report.

**Parks Committee** – Pat Coughlin-Schillo noted that Aaron Cerutti now would prefer to meet with Pat in August regarding our park evaluations. Therefore, Pat will distribute park evaluation request forms to Board members earlier than usual to be completed in July. Any sump pump discharge violations observed close to Park District parks near Breckenridge residences should be reported to the Village of Lisle, NOT the Park District.

**Board Member Area Reports** – None.

#### **Adjournment**

**Board Motion:** There being no further business, Michael Olson motioned to adjourn the meeting, Bob Klaeren seconded. The motion was passed by a unanimous voice vote, the meeting was adjourned at 9:22pm.

Respectfully submitted, Paula Gleason, Recording Secretary, Signature on File