

**MINUTES OF THE MONTHLY MEETING  
 MASTER BOARD OF DIRECTORS  
 VALHALLA MANAGEMENT ASSOCIATION  
 September 18, 2018**

- I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held September 18, 2018 at the Valhalla Recreation Center. President Brian Kroeger called the meeting to order at 7:00 p.m. The following Directors were Present as indicated below:

Attending =		X			
X	Assn 1 – Delores Robertson	X	Assn 9 –Mike Chaffee	X	Stacy Hrtanek General Manager - Valhalla
X	Assn 2- Mike Fenske VP	X	Assn 10- Elaine Wiegert	X	Dan Bredesen Supervisor Maintenance - Valhalla
X	Assn 3 – Brian Kroeger Pres	X	Assn 11- None		
X	Assn 4 – J. Ohly for Mike Laude	X	Assn 12 – Bob Retzlaff		
X	Assn 5 –Mike Chaffee for Dana Petron	X	Assn 12 – Jim Iverson		
X	Assn 6 – Louis Ohly	X	Assn 15 –Wayne Jasperson		
X	Assn 7 – Skye Davis	X	Assn 15 – Jill Bailey for David Aries		
X	Assn 8 – Jan Kauphusman	X	Judy Ohly – Director Treasurer		

- II. READING OF MINUTES: Minutes from the August 21, 2018 meeting were presented. A motion was made and seconded to waive the reading and to approve the minutes. No further discussion. Motion carried.
- III. TREASURER’S REPORT: Stacy Hrtanek reported the August 2018 Delinquency Report. There is one delinquency totaling \$1,260.15. Owner has been contacted.
- IV. STANDING COMMITTEE REPORTS
- A. Finance Committee: Judy Ohly, Treasurer- Minutes from August 23, 2018 were presented. Motion was made and seconded to accept as written. Motion carried. Next meeting is scheduled for September 27, 2018 at 4:00 PM. Judy conducted a YTD budget review on September 14, 2018. Report is attached.
- B. Building and Grounds Committee: Mike Fenske, Chair- Minutes from August 29, 2018 were presented. Motion was made and seconded to accept as written. Motion carried and includes funding of \$6,000 for G-Cubed contract and \$5,000 for a new sweeper. Next meeting is scheduled for September 20, 2018 at 4:00 PM.
- C. Pool and Rec Building Committee: Kathy Schwartz, Chair- No report
- D. Executive Committee: Brian Kroeger, President- Minutes from the August 21, 2018 meeting were presented. A motion was made and seconded to accept as written. Motion carried.

Two violations were presented and a fine was recommended. A motion was made and seconded to fine owner \$50.00 for a first violation for having an unauthorized cat. Motion carried. A motion was made and seconded to fine an owner \$50.00 for a first violation of smoking. Motion carried.

President Kroeger presented a contract proposal from Spectrum. The first proposal was for cable only. The price per unit would go down \$.10 the first year with 4% maximum increase per year for a total of 3 years. The second proposal includes internet. The price for both cable and internet per unit would increase \$7.00 the first year with the additional terms the same. Spectrum has offered Valhalla a \$28,650 signing bonus to accept the 3-year contract for both cable and internet. A motion was made and seconded to accept the complex wide Spectrum contract that will go into effect January 2019. Motion unanimously carried. President Kroeger will be working with Spectrum and staff to notify and explain the process to all owners. Those details will come soon.

E. Wage & Benefits Committee: Bob Retzlaff, Chair- No Meeting. Next meeting is scheduled for September 26, 2018 at 4:00 PM.

F. Long-Range Planning Committee: Judy Ohly- No Meeting

V. MANAGER'S REPORT: Stacy Hrtanek, General Manager- See attached report.

VI. MAINTENANCE REPORT: Dan Bredesen, Maintenance Supervisor- See attached report

VII. UNFINISHED BUSINESS: None

VIII. NEW BUSINESS: None

IX. ANNOUNCEMENTS: None

X. OPEN COMMENT TIME: Some questions were asked about the Spectrum contract.

XI. ADJOURNMENT: A motion was made and seconded to adjourn the meeting. With no further discussion. Motion carried. The meeting was adjourned at 7:36 p.m.

*Respectfully submitted, Judy Ohly for Linda Castiglioni, Secretary*

These minutes are the unofficial minutes of the September 18, 2018 Board of Directors meeting. The minutes have not been approved and are subject to be amended at the next Board meeting. These minutes are for information only.

## *General Manager's Report*

*September 13, 2018*

The office has been receiving questions regarding the bright colored pink paint on the sidewalks along Elton Hills, Viking, and Valkyrie drive. These sidewalk panels were marked by Public Works Engineering Sidewalk Technicians and indicate that the sidewalk panels pose a safety hazard and need to be replaced or repaired. The Technicians evaluate and look for:

- ✓ any raised hazard (tripper) over 1/4"
- ✓ any dipped/sunken panel over 1/4" out of vertical alignment
- ✓ panels that are reverse tipped (draining away from boulevard)
- ✓ cracked panels, deteriorated or uneven concrete surface
- ✓ improper jointing
- ✓ any hole/gap over 1/4"

According to Rochester Ordinance Chapter 72, the maintenance and financial responsibility for these repairs are placed on the property owner. Valhalla can either hire a valid licensed sidewalk contractor, in which the repairs would need to be completed by the end of the 2018 construction season. Or the repairs will be added to the city project for 2019 and the invoice will be mailed once the repairs are completed.

As directed by the Building and Grounds committee, Management is contacting licensed contractors in attempt to compare the cost of these repairs. However, it is has been difficult to find bids as the end of the construction season is coming to a close. These dollars will be figured into the 2019 budget for the property owners or associations affected.

Respectfully Stacy Hrtanek

## **Maintenance report September 2018**

- The pool will be closed as of September 17<sup>th</sup>.
- All garbage enclosures have been washed out.
- The indoor rec lights are now on 24/7.
- Maintenance will soon be preparing the boilers for the heating season.
- Maintenance will also be preparing all snow removal equipment for the snow season.
- Maintenance with the help of the office staff have almost completed PM inspections on all buildings.
- The two new members of the maintenance staff Dustin Lambert and Devin Googins are learning the community quickly. They have both become assets to the Maintenance department and the rest of Valhalla in the short time they have been here.

Submitted by Dan Bredesen