

Village of Green Trails Association, Inc
Meeting Minutes
January 18, 2023

Chaired By: Mary Monachella

Attendees: Tom Hornung, Scott Masterson, Micah Roufa, Bob Williams

Absent: Mark Cillo

Lot owner Attendees:

Meeting began 7:00 pm – Via Zoom

1. No December minutes- Modify November minutes and repost.
2. Report on the financials
 - Tom Hornung reported on the December financials.
 - He reported on the 4 properties with large outstanding sums. There was a discussion of proceeding to get payments from these properties as many late notices have been sent many times.
3. Grounds issues
 - Terrill update on grounds. This is what we requested on 12/01/22
 - Mulch/removal on the Forest Crest and Augusta open lots and at 14375 Ladue near the street, the lots along Ladue, plus the open areas near the lake. We also need the Prairie and power line field cleared with a brush hog.
 - Two weeks of honeysuckle trimming, check large fields, rear of all lots opening to the street, around lake area....Also need to address some minor erosion under the pine trees across from the lake, cut down dead tree at the end of Camberra Ct, trim vines behind Rosenberg property.
 - Last year for the mowing contract.
 - Discussed problem with payments to remove trees at Ladue (&Paladin) and at 14591 Ladue by County Tree, LLC (new owner)
 - Bid status on big erosion problems. Erosion/ sink hole on our field behind 14165 Cross Trails. Erosion down the hill from 156 Lighthouse to Ladue. So far only DJM and Stormwater Pro, STL have given bids. (They are owned by the same people.) Gershenson Construction, Rc Storm Water Management, LLC and Kelpo Contracting have not responded. Pictures of the sites were sent to all with a request for a bid. Mary will contact Adam Litteken at ASP Enterprises to see if there are other choices. Large contractors like T Hill will no longer bid as we have never given them the work due to the price.
4. Bridge Fencing Estimates
 - Fencing for two sides of old bridge to be ordered. Mary will contact Lake on White Road for mower pass through.
5. Synagogue update

- Jeff has received a “final” version from TICK’s attorney. He is making a few small changes to accommodate their requests. If this does not wrap it up, the Board voted to tell Jeff to proceed to court. The road will be blocked. The stall game is over.

6. Adjourn—next meeting February 15 at City Hall, 7 pm.

Village of Green Trails Association, Inc
Meeting Minutes
February 15, 2023

Chaired By: Mary Monachella

Attendees: Tom Hornung, Scott Masterson, Micah Roufa, Bob Williams

Absent: Mark Cillo

Lot owner Attendees:

Meeting began 7:00 pm – City Hall

1. Approve January minutes- Approved 5-0 ready to post.
2. Report on January financials
 - Tom Hornung reported on the January financials.
 - He reported on the 4 properties with large outstanding sums. Tom/Mary to contact CPM on 1 property to pursue more aggressive action.
3. Grounds issues
 - Terrill update on grounds. This is what we requested on 12/01/22 - Discussed why the delays. Some honeysuckle removal has started. Need to check on leaf removal on the Forest Crest and Augusta open lots and at 14375 Ladue near the street, the lots along Ladue, plus the open areas near the lake. We also need the Prairie and power line field cleared with a brush hog. Also need to address some minor erosion under the pine trees across from the lake, cut down dead tree at the end of Camberra Ct, trim vines behind Rosenberg property. Need to Add 2 trees to be removed. One in open area behind Gunston Hall and another along Ladue road. Mary to contact.
 - Last year for the mowing contract- Discussed when request for bids should go out.
 - Owner next to creek on Saylesville will have our 2 big trees trimmed that hang over his house. He approached us last year we offered to split the cost. It will be \$450 and they will haul away/mulch all debris.
 - Bid status on big erosion problems. Bid by Crowder construction accepted via email vote. The problem with getting bids is that is our erosion issues seem to be too large for most companies and too small for those we had been requesting bids from(DJM,T Hill).
 - Post Office Box due by Feb- Mary to renew.
 - Mary contacted Lake on White Road trustees requesting access to our common ground for mowing. This is due to the closing of the bridge. The trustees seemed receptive.
4. Bridge – fencing need to be ordered.
5. Synagogue update.

- Jeff has received a “final” version from TICK’s attorney. He is making a few small changes to accommodate their requests. If this does not wrap it up, the Board voted to tell Jeff to proceed to court. The road will be blocked.
6. Annual Meeting –
- Discussed annual meeting. Will be held in May. The date has not been decided on yet. Discussed the post card mailing which will be soliciting candidates for the 2 trustee positions up for election. This will be sent last week of February or first of March.
7. Adjourn—next meeting March 15 at City Hall, 7 pm.

Village of Green Trails Association, Inc
Meeting Minutes
March 15, 2023

Chaired By: Mary Monachella

Attendees: Tom Hornung, Scott Masterson, Bob Williams

Absent: Mark Cillo, Micah Roufa

Lot owner Attendees: Caryn Carlie

Meeting began 7:00 pm – Mary Monachella House due to no rooms at city hall available.

1. Approved February minutes via email and posted
2. Report on the February financials,
 - Formalize the 2023 budget. Approved 4-0.
 - Mary Monachella- Bill for \$388 for P O Box renewal and \$391.61 for Post Card mailing. Approved 4-0.
 - Approved lake maintenance contract 4-0.
3. Grounds issues
 - Terrill update on grounds—Honeysuckle removal complete, powerline field has been cleared with a brush-hog, dead trees have been removed from the end of Camberra Ct. and along Ladue Road.

Not yet finished. Fixed the small erosion issues under pine trees across from Lake and the removal two small dead trees. Also the vegetation killer for honeysuckle goes down everywhere when the honeysuckle begins to sprout.
 - Crowder construction has not begun the work on the large erosion sites off Ladue and in the large field behind Cross Trails Dr.
 - Large pine tree fell from our common ground onto the business building backing to the east side of Ladue Glen Ct. The owner paid for its removal and for his roof damage. There are many dead trees in the line behind the buildings on the residential side of the fence. This is our common ground, so we should take out dead trees that could fall. Kevin from Metropolitan Forestry came out for an opinion and a bid to remove about 7 trees and some dead branches and honeysuckle. Discussed the history of this area.
 - Fencing for the cart path bridge yet to be ordered.
 - Discussed erosion issues at 111 Greentrails Dr N.
4. Synagogue—
 - Jeff has written up final proposal but is out of the office until tomorrow. Have a due date for acceptance of April 15, 2023.

5. Discuss annual meeting and election
 - Looked at the handouts and ballot to be sent to lot owners.
 - Set dates for annual meeting and mailings. Annual meeting will be held on May 17, 2023 at city hall.
6. Adjourn
 - Next meeting – April 19 at city hall.

Village of Green Trails Association, Inc
Meeting Minutes
April 19, 2023

Chaired By: Mary Monachella
Attendees: Tom Hornung, Micah Roufa, Bob Williams
Absent: Mark Cillo, Scott Masterson
Lot owner Attendees: Caryn Carlie
Meeting began 7:00 pm – City Hall

1. Approval of March minutes delayed.
2. Report on the March financials and expenses
 - Terrill bill for \$11,201 for cleanup and honeysuckle removal. Approve 4-0.
 - Kwik copy bill for vote card mailing. \$800. Approve 4-0.
 - 2023 lake maintenance contract. Approved 4-0.
3. Grounds issues
 - Terrill update on grounds— Fixed the small erosion under pine trees across from Lake and removed two small dead trees. Still on the list is the vegetation killer for honeysuckle which goes down everywhere when the honeysuckle begins to sprout.
 - Crowder construction has not begun the work on the large erosion sites off Ladue and in the large field behind Cross Trails Dr. Work begins May 24.
 - More tree issues to address in our grounds.
 - Cordell house on 141 N. Greentrails has a dead tree on her fence and more dead in the woods. County Tree will call Bob to look at the site and provide bid. Metropolitan Forestry will remove the dead trees on east side of Ladue Glen Ct. We need to draft a letter for the owners to sign.
 - Owner on 243 Chateaugay in Westbury Manor says a dead tree on our common ground is close to her house and should be removed. Mary to get with homeowner to see if tree is actually on common ground.
 - Look at gully in hill behind the house at 111 N Greentrails. May want to get bids on stopping erosion and rebuild berm at the top of the hill.
 - Fencing yet to be ordered—Mary has emailed the president of the Lake on White Road subdivision and has not received any response.
 - Discussed the lake and shoreline issues pertaining to muck.
4. Synagogue
 - Have a settlement, easement agreement signed.
5. Discuss annual meeting
 - Discussed topics to highlight at the meeting.
6. Adjourn—next meeting May 17, City Hall room 102-103, 7pm

Village of Green Trails Association, Inc
Annual Meeting Minutes
May 17, 2023

Chaired By: Mary Monachella

Attendees: Scott Masterson, Micah Roufa, Bob Williams

Absent: Tom Hornung, Mark Cillo

Lot owner Attendees: Barry Newmark, Caryn Carlie, Terry Monachella, Terry Diener, Carol Ann Diener, Ann Whitney

Meeting began 7:00 pm – City Hall

1. Welcome/Election results
 - Mary called meeting to order.
 - Election results were announced. Caryn Carlie received 52 votes, Scott Masterson received 49 votes. These are 3 year terms. With the announcement Caryn replaces Mark Cillo as a new trustee. The board thanks Mark for his service.
2. Explain settlement from TICK.
 - Both parties have signed the agreement. The synagogue has agreed to pay \$92,000 plus a monthly maintenance amount (\$212). Our lawyers took the agreement to the court. The judge has signed off on the agreement. The document needs to be filed.
 - There are 2 agreements. A Settlement agreement (52 pages) and an Easement agreement. Each agreement references the other.
 - Mary provided some history of the synagogue, the stipulation agreement from the 1970's and the dam/access.
 - The \$92,000 has been received and has been deposited in association accounts. Detailing the settlement.
 - A letter will be created and sent to all residents
3. Minutes
 - Approved via email and posted.
 - Bob discussed the website.
4. Report on the financials.
 - Discussed the budget. There are a number of erosion issues to address. Work is about to be started on two areas. The number of dead trees needing removal is increasing. The projected 2023 budget is that expenses will exceed revenue. This is due to the fact that some projects were approved in 2022 but not completed until 2023.
5. Grounds issues/highlights.
 - Mary discussed tree removal.
 - Bob discussed the need to get an assessment on the health of the lake. He has received a list of companies that can do the job from the Missouri Department of Conservation. He will be contacting them for cost estimates.
6. Review mowing/grounds contract.

- Mowing contract up for renewal. Limited to a 3 year contract. Need 3 bids. Scott to perform this task. The last contract was 5 years ago. We are expecting an increase in the cost to mow the common grounds.
7. Bridge Situation Update.
- Micah provided an update. The bridge is unsafe in the opinion of an engineering company. The estimated cost to remove and replace the bridge was in excess of \$70,000. There are numerous issues in this task due to the location of the bridge in relation to the power lines. The board has placed “KEEP OUT” signs on each side of the bridge. The board is in the process to purchase fencing to go around the bridge to further prevent access.
8. Other Business
- The Deniers asked about who is responsible for maintaining an island on Bellechase. Bob provided background information. It was explained that the Village only maintains common ground and does not maintain the various islands inside the village. This responsibility belongs to the various subdivisions that comprise the village. The residents that live on Bellechase do not belong to any subdivision inside the village and do not pay any additional assessment. Maintenance responsibility belongs to the residents of the street. It was suggested that they contact the city and see if the city would remove the island because the trash trucks are damaging the curbing.
9. Next Meeting
- June 21, 2003. City Hall, 7 pm.

Village of Green Trails Association, Inc.
Minutes
June 21, 2023

Chaired By: Mary Monachella

Attendees: Tom Hornung, Scott Masterson, Micah Roufa, Caryn Carlie

Absent: Bob Williams

Lot Owner Attendees: None

Meeting Called to Order: 7:00 p.m. City Hall

Approval of Minutes

Minutes from the May 17, 2023 meeting were approved.

Election of Officers

Officers were elected. Officers hold these positions until the next election.

President – Mary Monachella

Vice President – Bob Williams

Treasurer – Tom Hornung

Secretary – Caryn Carlie

Finance Review

May 2023 month and year-to-date results were reviewed.

Tpheris Israel is current with their monthly payments.

It was decided that a \$100,000.00 laddered bank CD will be purchased.

The invoice for Dana McKitrick, P.C. in the amount of \$1,600.60 was approved.

Insurance Review

The Board requested an insurance review of each of our four insurance policies: Commercial General Liability, Commercial Excess Liability Policy, Commercial Crime Policy and Community Association Management Liability.

The Association has used the Charles W. DeWitt Insurance Agency as our broker since 1994, almost 30 years. The agency is owned by Richard L. Pfeifer, who presented at the meeting. The key take-a-ways were:

- a.) Our insurance policies were renewed and effective 6/1/23. In preparation for next year's renewal, the Board will complete our applications in March 2024, the broker will obtain bids in April 2024 and the premiums will be reviewed in May 2024 for effective 6/1/24.
- b.) The Association is recognized by our insurance carrier for its high-quality risk management practices, especially as they relate to the lake. The Board recognizes the importance of maintaining these practices, namely: signage, reinforcement and maintenance. The Board will continue to send reminders, through letters sent to lot owners, of the importance of following the rules associated with the lake, and asks that if you see something, say something.
- c.) The vendors who perform our grounds work are required to provide a current Certificate of Insurance with commercial general liability coverage and workman's compensation coverage. Mr. Pfeifer recommends that two additional requirements be added: a.) The Village named as an Additional Insured and b.) a Hold Harmless agreement. Mr. Pfeifer will work with a Board member to obtain this information from our active vendors.

- d.) Our Board asked for a quote to increase the coverage on the Commercial Crime Policy. The Association may need to increase coverage now that revenues from assessments are higher.
- e.) Mr. Pfeifer recommended that CPM, the management company used by our community, provide us with an Errors and Omission certificate. The Charles W. DeWitt Insurance Agency will also provide the Board their E&O certificate.

Charles DeWitt Ins. Agency 390 South Woods Mill Road, Suite 100 Chesterfield, MO 63017 314-966-6300

Grounds Review

The Board recognizes Mary Monachella's diligent work to address grounds issues.

Grounds work completed during the month:

- 1.) Dead trees removed on the east side of Ladue Glen Court
- 2.) Dead tree removed near 300 Chateaugay Lane
- 3.) Dead tree removed near 14225 Forest Crest Drive
- 4.) Large erosion site near 14079 Camberra Court

Grounds work under review:

- 5.) Pine tree removal near 14233 Forest Crest Drive
- 6.) Large erosion site near 14375 Ladue Road (work has begun)
- 7.) Gully near 111 North Green Trails Drive
- 8.) Bridge near 144 Saylesville Court
- 9.) Easement review for Montessori school
- 10.) Mowing contract

Next Meeting

Wednesday July 19th 7 p.m. City Hall. Room 102/103.

Village of Green Trails Association, Inc.
Minutes
July 19, 2023

Chaired By: Mary Monachella
Attendees: Tom Hornung, Micah Roufa, Bob Williams, Caryn Carlie
Absent: Scott Masterson
Lot Owner Attendees: Mike McCamley
Meeting Called to Order: 7:00 p.m. City Hall

Approval of Minutes

Minutes from the June 21, 2023 meeting were approved by email.

Finance Review

June 2023 month and year-to-date results were reviewed.
Two bank CD's were purchased, both maturing 1/28/24.

211 Stablestone Drive

St. Louis County has condemned the home. The owner is in arrears on dues owed to the Village. For the Village to enforce our lien, we are required to force action. Mary will consult with the lawyer at CPM and ask the City of Chesterfield what can be done to force action.

MSD Project Clear Update

The Saylesville Sanitary Relief Project (project number 12200) will increase the capacity of the wastewater sewer system and prevent creek bank erosion in the City of Chesterfield between Saylesville Drive and South Green Trails Drive. This project is part of MSD Project Clear's long-term effort to reduce basement backups and sewer overflows. You can learn more about the project at www.msprojectclear.org/saylesville. MSD is hosting a virtual public meeting August 9, 2023 at 6 p.m. to learn about the project, meet the construction team and ask questions. Registration is required by contacting msdprojectclear.org/12200mtg.

Grounds Review

1. As per our easement agreement, the Village is responsible to mow (near the wall under the overpass near the beehives) this area of the Montessori property. Mary will contact Terrill to tell them to mow there.
2. The Village should supply the Village Certificate of Insurance to the Montessori school. Tom will contact our insurance agent to do that.
3. Plantings are needed to finish the erosion project at 14375 Ladue Road. The plantings used on the Boxford Court erosion project could work. Mary to contact Terrill to give an estimate to install the plantings this fall.
4. The gully at 111 Green Trails Drive North has given out and needs to be repaired and filled.
5. There are bare spots in the grass at the spillway. Mary to speak to Zach regarding fertilizing or seeding options in the fall.
6. Homeowners backing to common ground with no public access available to our lawn service can help by keeping the area tidy to the extent possible or by letting the board know if there are any concerns.

Next Meeting

The next Village meeting will be held Wednesday August 23, 2023 at 7:00 p.m. at City Hall. Room # TBD.

Village of Green Trails Association, Inc.
Minutes
August 23, 2023

Chaired By: Mary Monachella
Attendees: Tom Hornung, Bob Williams, Caryn Carlie
Absent: Scott Masterson, Micah Roufa
Lot Owner Attendees: None
Meeting Called to Order: 7:00 p.m. City Hall

Approval of Minutes

Minutes from the July 19, 2023 meeting were approved by email.

Finance Review

July 2023 month and year-to-date results were reviewed.

Grounds Review

- 1.) Terrill was made aware to regularly mow at the easement (near the beehives) at the Montessori school.
- 2.) Terrill is aware that the access area to the common grounds at Camberra Court needs to be mowed. Since mowing occurs every 2 weeks, it may appear it's not being mowed.
- 3.) Mary to call County Tree to remove dead tree at 14400 Ladue Road.
- 4.) Invoice to remove pine tree at 14233 Forest Crest Dr. for \$3,600.00 was approved.
- 5.) Invoice to remove ash trees on Trail Top for \$2,150.00 was approved.
- 6.) Review of the erosion at 111 N. Greentrails Drive will be scheduled when Bob Williams is in town.
- 7.) A survey has been ordered to review Village property lines between the creek and 144 Saylesville Drive. The Village needs to provide our mower service safe access to the common grounds now that the bridge is closed. The survey should occur end Sept – mid October.
- 8.) Homeowners requested that the Village review and remedy the erosion issue across several properties on Portico. Mary let the homeowners know that if they contact the City of Chesterfield it will review the situation and offer suggestions.
- 9.) MSD held a public meeting on August 9th regarding the sanitary relief project on Saylesville Drive to S. Greentrails Drive. Information is available at msdprojectclear.org. Search on project 12200.

Miscellaneous

- 1.) The City of Chesterfield is hosting its biennial symposium for Subdivision Trustees. City department heads will present information on services provided by all areas of operations. The meeting is Wednesday September 13, 2023 at 6:00 – 7:30 p.m. in Council Chambers at City Hall. FYI- The City's website contains a great deal of information, too.

Next Meeting

Wednesday September 20, 2023 at 7:00 p.m. at City Hall.

Village of Green Trails Association, Inc.
Minutes
September 20, 2023

Chaired By: Mary Monachella
Attendees: Scott Masterson, Micah Roufa, Caryn Carlie
Absent: Tom Hornung, Bob Williams
Lot Owner Attendees: None
Meeting Called to Order: 7:00 p.m. City Hall

Approval of Minutes

Minutes from the August 23, 2023 meeting were approved by email.

Finance Review

The finance review was omitted due to the treasurer's absence.

Grounds Review

- 1.) Terrill should be mowing the Village's easement section east of the Montessori School. Mary provided a copy of the easement including a map of the boundary perimeter so the Board can review the situation and make a recommendation.
- 2.) Frazier Land Surveying Services Inc. performed a stake survey on 9/22/23 at Creek/144 Saylesville Drive. The purpose of the survey is to determine if our mowers have enough room to access the common grounds, now that the bridge is closed.
- 3.) A lot owner has contacted the Board regarding a tree issue at 14217 Parliament. Ameren advises they will cut off the top of the tree, but not haul it away. The tree is not dead, so the Board will not be acting at this time.
- 4.) The Board will review the erosion issue at/near 111 N. Greentrails Drive in October.

Miscellaneous

The Village's contract for mowing services expires in December 2023. The Board will hear a presentation from a landscaping company at the October 2023 meeting.

Next Meeting

Wednesday October 18, 2023

Village of Green Trails Association, Inc.

Minutes

October 17, 2023

Chaired By: Mary Monachella

Attendees: Tom Hornung, Scott Masterson, Micah Roufa, Bob Williams, Caryn Carlie

Vendor Attendee: Zachary Terrill

Meeting Called to Order: 7:00 p.m. City Hall

Approval of Minutes

Minutes from the September 20, 2023 meeting were approved by email.

Finance Review

- 1.) A CD in the amount of \$50,000.00 matured on 10/7/23. The interest earned will be recorded in the November financials and the funds should be reinvested in a new CD.
- 2.) Our contract with our management company CPM expires at the end of the year. Tom has requested a new rate and fee schedule.

Grounds Review

- 1.) Contract with Terrill:
 - a. Our contract with Terrill Landscape Contracting is expiring. Zachary Terrill presented a proposal for a new three-year term. Labor costs, fuel costs, dump fees and equipment maintenance costs have risen compared with our current contracted costs. His labor crew is now stable, and it is a good crew.
- 2.) Mowing near Montessori School:
 - a. Terrill will cut the Village's easement section east of the Montessori School and will bush-hog the prairie area. The area will also be sprayed to control the weeds.
- 3.) Expand wildflowers near power lines:
 - a. We are considering expanding the wildflower area within the power line common ground. This requires seeding. Seed choices and costs are listed in a catalog which Terrill will provide.
- 4.) Dead grass near Synagogue:
 - a. The grassy hill along the spillway on the road at the lake needs seeding to promote grass growth and control erosion. Terrill will provide a bid on starter fertilizer and seeding, pin mulching and hydroseeding.
- 5.) Mower access on Saylesville:
 - a. Terrill will look at the stake survey along the creek near 144 Saylesville and determine if improvement can be made on the Village ground to accommodate mower access to the common ground.
- 6.) Fence on Ladue Glen:
 - a. The homeowner's fence needs repair. Mary let homeowner know to expect a letter from the Village attorney explaining the homeowner's responsibilities with respect to our property. Nearby homeowner will also try to improve her fence, too.
- 7.) Fall and Winter Clean Up:
 - a. Mary and Terrill will do a review of the Village property and see where cleanup is needed.
 - b. There is a live tree within Village property that is leaning outside of our property at the creek near 144 Saylesville. It is recommended that the tree be cut to the ground.
- 8.) Erosion at 111 N. Green Trails Drive:
 - a. The erosion begins at the top of the hill where a berm once existed and rolls all the way downhill and lands on a homeowner's property. Bob will schedule a review.
- 9.) Lake:
 - a. Terrill can spray Aquaneat to control growth. 1 application covers 1 month. This is harmless to fish.
 - b. Bob to arrange for the lake depth to be measured.
 - c. Need to address the dead tree(s) on the island.

Next Meeting

Wednesday November 15, 2023 at 7 p.m. Location TBD.

Village of Green Trails Association, Inc
Meeting Agenda
November 15, 2023

No meeting held—next meeting December 13,2023

Village of Green Trails Association, Inc
Meeting Minutes
December 13, 2023

Chaired By: Mary Monachella
Attendees: Scott Masterson, Bob Williams
Absent: Tom Hornung, Micah Roufa, Caryn Carlie
Meeting began 7:00 pm – City Hall

No meeting held due to lack of quorum.

Next meeting January 17, 2024