

**The Timbershore Homeowners Association  
Official Minutes of the Monthly Board Meeting  
October 13, 2005**

The October Board Meeting was called to order at 6:12pm.

Board members attending: President Mary Annala, Secretary Eugene Weigel, Vice President Sue Dunphy, Directors John Rand, Mike O'Brien, Kathy Shockley, John Michalek, and Beth Iseminger Treasurer Barb Hacker. Board member absent: Kim Olson.

Homeowners attending were Mary Hagberg, Roland Higgs, Wayne Dunphy, Lee Pierce, , Barb Miller, and Barb Wicks.

Other Parties attending: John Stinchfield from Jan and John's Gutter Cleaning

**Homeowner Business:**

A homeowner requested a downspout diversion like one done to take care of water runoff problems. Diversions are the solution of last resort for runoff problems that result from the concentration of water created by the gutter system. Concern was expressed about the driveway sweepers arriving a day earlier than the notification had stated. We were notified late Sunday night that they would be coming on Monday instead of Tues, but we did receive a \$300 discount due to the date change. A homeowner reported that a recently replaced mailbox was not bolted down. John Rand will follow up and get the box fixed. A homeowner requested clarification about how the attorney bills the Association. The clarification was provided. There was a request to include more detail in the minutes of special board meetings. Vice President Susan Dunphy reported that many Associations do not publish and distribute minutes. The requirement per our covenants is to have them available upon request. In Timbershore it has been our custom to distribute monthly minutes. Homeowners present expressed their preference to continue to distribute the monthly minutes, but they would like them to be published in a timelier manner. The board is addressing this issue.

**Minutes.** The September Minutes were accepted with the following corrections: 1) The specific issues raised to the attorney included a review of the satellite policy in light of recent FCC rulings, legislative restrictions that affect the Association, and State Recovery Fund. 2) On page 2 under Waste Mgmt. Sue's husband is Wayne not Jerry.

**Treasurers Report:** Barb Hacker reported on the status of delinquent dues. The court awarded the Association a judgment for a serious delinquency. There are additional dues recovery cases are pending. The monthly financial reports were distributed. The reports were approved as submitted.

**Finance Committee:** Beth Iseminger distributed notes from the last finance committee meeting and reported on the progress of the committee. The committee is studying ways to implement the recommendations of our auditor, to improve the returns on our Association accounts, and to oversee our loan. The

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terms of our current variable rate loan and the effect of increasing interest rates was reviewed. As a result of their work the finance committee prepared two resolutions for the board's consideration.

Beth moved adoption of the Board Resolution to sign a renegotiated capital note at Bremer Bank which will allow for a prepayment option, will capture the lowest fixed interest rate and will balloon ending 5/2007. Mary Annala seconded. Motion passed.

Beth moved adoption of the Board Resolution to open an Operating Money Market account, which will earn interest. Mary Annala seconded. Motion passed.

The meeting was closed to homeowners for ten minutes while collections issues were discussed.

**Architectural:** Approval was given for deck repairs at 1224 Timbershore Lane. Plans for deck construction at 1199 Timbershore Lane were approved contingent on the review and approval for plans to divert the downspout to accommodate the new deck.

**Painting:** Around half of the remaining wood-framed windows have now been painted to match the trim. Painting of the remaining windows will continue until weather prohibits. The windows at 3646 Kolstad were reported stuck after they were painted. The problem has been fixed.

**Lawn and Snow:** Fall fertilizer treatment has been applied and aeration was done. Fall clean-up of leaves has begun and will continue until early November. The sand barrels will be made available in early November. The snow plow stakes will be placed after fall clean-up is completed as they get in the way of the clean-up work.

Buckthorn has been identified in several locations

The following three proposals were made:

Buckthorn has been identified in several locations. It was proposed that these invasive trees will be removed after the leaves fall. The city of Eagan will pick up the brush after they are cut at no charge to us as part of the city's efforts to encourage the removal of buckthorn. The cost to us will be \$45/hr for the removal.

The shrub beds which provide privacy between Timbershores and Fish Lake Park have become over-grown. After discussing various options it was proposed to clean out the beds, remove sucker trees, and trim back the main plants and

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top dress the surrounding rock. The cost to us, including disposal of resulting brush will be \$325/bed. There are five beds.

A tree at 1245 Timbershore Lane is scratching the windows and siding during even mild winds. It was proposed to trim back additional branches. We would get a bid for this trimming.

Beth Iseminger moved that all three proposals be accepted, Kathy Shockley seconded. The motion passed.

**Garage Doors:** Nothing to report.

**Outside Water Shutoff:** Gutter screens are being installed and we need to have the gutters cleaned before the screens go on. This will require the outside water to be turned back on until this final cleaning is done. Notices will be distributed asking for the water to be turned on until further notice.

**Concrete:** Nothing to report.

**Driveways:** Thirteen driveways were swept. A homeowner complaint was received because the sweeper came one day earlier than the notification stated. We received notice only the night before of the earlier sweeping. The association received a \$300 discount as a result of the change in schedule. Mary Annala read a letter of appreciation from Crosstown Sweeping to the Association.

**Roofs:** Roofs: Repairs were made to 3635 Denmark and 1278 Timbershore Lane. The roof at 3666 Kolstad Road was looked at and no problem was found. The roof at 1305 Kolstad Lane was looked at and homeowner will call roofing company after the insurance adjuster completes their report. Cracked shingles were reported at 1296 Kolstad Lane. After one month the ceiling will be coated with Kilz if there are no further leaks at 1296 Kolstad Lane. Leaks around the bathroom vents were reported during the heavy storm at 1243 & 1245 Timbershore. This is under investigation and the roofing company will be contacted.

We are checking on the status of the warranty claims made this past summer and inspection of all roofs.

**Pests:** Bait has been placed around the oak and elm trees and around tree stumps. Concerns have been raised about mice in a vacant unit. The realtor will be contacted to allow pest control into the unit for any needed treatment.

**Waste Management:** Nothing to report.

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**Trees:** A homeowner has requested removal of a severely leaning tree. A bid will be solicited for the removal.

**Guttering:** TruGreen completed Downspout diversions. E&L will finish our downspout modifications in the coming weeks. Gutter screens will be installed in October. Splash blocks were installed on the downspout extensions that were experiencing erosion problems.

Contractor John Stinchfield of Jan and John's Gutter Cleaning thanked the Association for our business of cleaning and screening our gutters.

Landscaping plans will need to include any changes to downspouts that may be needed to accommodate new landscaping.

**New Business:**

Gene Weigel requested approval to renew the Associations domain name and website hosting. The board approved the request.

The city of Eagan is considering putting a sidewalk along the west side of Denmark Ave, narrowing the road and slowing the traffic, which is increasing in volume and speed. Several board members expressed approval of the plan as increasing the safety and the appearance of the neighborhood. The city council will hold a public meeting Oct 18 to decide whether to create formal plans for the project. Kathy Shockley presented a letter that would inform homeowners of the upcoming meeting with a mini-petition that will be taken to the public hearing by the attending board members, allowing them to support the sidewalk proposal without attending the meeting. The board voted approval of the distribution of the letter.

The meeting adjourned.

The next meeting of the Board will be held on:

**Thursday, November 10, 2005 at the Eagan Community Center at 6:00pm.**

Kathy Shockley  
for  
Eugene Weigel  
Secretary

**The Timbershore Homeowners Association  
Committee Assignments and Directions  
As of October 2005**

BOARD MEMBER	POSITION	COMMITTEE	PHONE
Mary Annala	President	Concrete, Driveways, Water shutoffs	686-7411
Susan Dunphy	Vice President		994.1803
Eugene Weigel	Secretary	Garage Doors, Website	452-6892
Kim Olson	Board Member	Insurance	452-1355
Mike O'Brien	Board Member	Architecture	454-7037
John Rand	Board Member	Lawn and Snow, Roofs,	454-7821
John Michalek	Board Member	Pests, Waste Management	688-8046
Beth Iseminger	Board Member	Painting	905-0219
Kathy Shockley	Board Member	Trees & Gutters	681-9421
Barb Hacker	Treasurer		454-7584



**Directions to the Eagan Community Center:**

Head north on Pilot Knob Road crossing Yankee Doodle; then just past the Lockheed-Martin complex you will see the Central Park sign; turn left there onto Central Parkway. The Eagan CC is about 2 blocks further up on the right.

**Timberline**  
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**Outside water shutoff-** Outside water shutoff has been delayed this year to allow for a final gutter cleaning before screens are put over the gutters. The residents who live in the units with the outside water shut-off valves will be notified when the water should be shut off.

An instruction tag is attached to the outside water pipe in your laundry room. **Be sure that you open the outside faucets on both ends of the building and then make sure that the "B" is opened** (the last step in the shut-off process) so that all the water will drain from the pipes. If water continues to dribble out of the B valve the day after you have shut off the outside water do not shut it, instead call Bob Scholz (454-8683) if you live on Denmark, Crestridge, or Kolstad or Mary Annala (686-7411) if you live on Timbershore Lane. If yours is the unit with the controlling valves and you need assistance call Bob or Mary depending on your address. Other people in the building should call Bob or Mary if the outside water is not turned off.

**Ceiling Valves-** We have had several instances in the past where people have shut the outside waterline valves near the ceiling in the laundry room. Shutting the ceiling valves in the outside waterline can cause several problems including water leaks in the laundry room when the valves are opened again and more seriously, shutting them can cause water to get trapped in the water line where it runs through the garages. This water can get trapped even though the outside faucets are opened and cause a pipe to burst. **Under no circumstances should anyone shut the outside waterline valves near the ceiling.**

The only two valves that anyone should touch in the outside water system are located just above the laundry tub and are marked A and B. A plastic instruction tag is attached to the outside waterline near these two valves. One side of the tag has instructions for shutting the water off for the winter and the other side has instructions for turning the water back on in the spring. **If anyone shuts off the ceiling valves and problems occur they will be responsible for paying for any plumbing repairs and associated damage.**

**Water Meter-** **Do not close the valve below the outside water meter** except in case of emergency or for water meter service. If you must close this valve do not use excessive force and **do not leave the valve closed for more than a few hours.** The valve can seize in the closed position requiring expensive plumbing repairs which **you the home owner will be responsible for.** If the water line must be shut off before the water meter for an extended period of time it should be done outside the building by the Eagan Water Department.

**HOSES AND SPRINKLERS** - Residents should take in watering hoses and sprinklers at their end of a building by October 9th and store them in their garage for the winter. Be sure to drain the water from the hoses before storing them. Remember, the hoses and sprinklers are now your responsibility. If the hoses and/or sprinklers are left out during the winter they can be damaged by trapped water freezing. (NOTE: The gutter cleaners have their own hoses and do not use homeowners hoses.)