

Oakwoods Board of Directors Meeting
Tuesday, February 11, 2020

Item #1: Call to Order

Item #2: Roll Call

Attendees: Board Members- Jeff Stromberger, Sandy Dorrell, Megan Brunner,
Paul Baker, Kristi Hursey, John Stear
Other Members- Erin Bradshaw

Absent: Board Members- Matt Nichols

Item #3- Approval of Meeting Minutes

- A. Jeff made a motion to approve the meeting minutes. Megan seconded, and all were in favor.

Item #4- Boat Lot Update

- A. Megan reached out to MCA regarding the millings/materials that will be used, and was assured that the quality was the same as the other company, but at a much lesser cost (\$2,200.00 for the lot and striping, and \$9,890.00 for the driveway.)
- B. The lot will need to be cleared out to prepare for proper drainage. For the tree trimming, everything in the lot will need to be moved to the center to allow enough room for the workers to get through.
- C. Paul made a motion to go forward with the contract for asphalt (MCA), as opposed to concrete. John seconded, and all were in favor.

Item #5- Road Report

- A. Paul presented this estimate regarding the work that will be done on Woodhavens:



LOCALLY OWNED & OPERATED * SERVING THE AREA SINCE 1964
 1100 W. MARKET ST. * BLOOMINGTON, IL 61701 * PH: (309) 827-4811 * FX: (309) 827-7767

PROPOSAL SUBMITTED TO:		DATE	January 13, 2020
ATTN		PHONE	FAX
PAUL BAKER		828-9360	
COMPANY NAME	EMAIL ADDRESS		
OAKWOODS HOMEOWNER ASSOC.			
MAILING ADDRESS	JOB LOCATION		
PQ BOX 344	OAKWOODS SUBDIVISION		
CITY, STATE and ZIP	JOB NAME		
BLOOMINGTON, IL 61702	MILL & 3" OVERLAY ON WOODHAVENS		
	CUSTOMER #		
	JOB #		

WOODHAVENS

- * Mill from Six Points Rd. to Timberview 3" in depth on approx. 2,809 sq.yds (33' x 734')
- * Clean entire street with power broom
- * Apply (1) coat of SS-1 tack coat on approx. 2,809 sq.yds
- * Adjust all man holes, water valves as necessary
- * Install 1.5" of hot asphalt binder mix (N50) IDOT approved mix on approx. 2,809 sq.yds
- * Install 1.5" of hot asphalt surface mix (N50) IDOT approved mix on approx. 2,809 sq.yds
- * Compact flush with Woodhaven and Timberview
- * All for the sum of \$ 69,158.00

NOTES:

CITY OF BLOOINGTON PERMIT WILL BE ADDITIONAL \$ 366.72

ASPHALT BINDER & SURFACE MEETS STATE SPECS AND PRODUCED AT MCA ASPHALT PLANT IN TOWN

ASPHALT PAVING MACHINE WILL PAVE UP TO 18 FEET WIDE, WITH ONLY HAVING (1) CENTER JOINT.

TERMS: It is understood that invoices are DUE UPON RECEIPT. Accounts over 30 days past due will be subject to a 1.5% - 2% finance charge (an annual rate of 18%-24%) and that costs incurred to collect past due accounts including court costs and attorney fees will be added to the balance due.
 NOTE: Any additional insurance premium incurred to provide Owners and Contractors protective policy waivers of subrogation or other insurance conditions will be added to the above quoted price for the actual expense incurred to provide this additional coverage.

ACCEPTANCE OF PROPOSAL - The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as detailed. Payment will be made as outlined above.

Signature of Acceptance _____
 Printed Name and Title _____
 Date of Acceptance _____

Scott A. Duvall
 Authorized Signature of: **Scott Duvall**
 scott.duvall@mcleancountyasphalt.com
 cel: 309-660-6980

*This proposal may be withdrawn by us if not accepted within 30 days

Once accepted one copy of this contract should be returned to us via email, US Postal Service or by faxing to 309-827-7767.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

McLean County Asphalt Co., Inc. is an EQUAL OPPORTUNITY EMPLOYER

**B. 2019 SIP Report as submitted to the Board:
 "Annual Report of the Street Improvement Planning Committee: 2019
 Submitted to OHA Board January 28, 2020**

Members of the Street Improvement Planning Committee: Mike Hoff, Kevin Holmes, Don Schiller, Paul Baker

Members of the Street Improvement Planning (SIP) Committee have been meeting regularly since 2009. Each year they hold several meetings after making a full assessment of the conditions on all Oakwoods streets. They review the results of their assessment and then rank order their priorities for projects that must be done within the constraints of the OHA budget. During the first phase of SIP work (2009-2014) the SIP Committee focused on three agendas: (1) drainage projects to get rid of excess surface water that remained on streets after rains and snow melt; (2) major re-pavement projects that are relatively costly (\$40,000 to \$89,000), (3) maintenance projects that must be attended to every year (e.g., filling potholes). Maintenance work typically costs approximately \$20,000 each year. For the past decade the OHA budget allowed funding of major projects every other year. 2019 was a year for maintenance projects and no major projects were considered.

In late February and early March each SIP member examined street conditions on all Oakwoods streets. The SIP Committee met on March 5 to review their initial assessment of streets. A few days later Paul toured all the streets with Scott Duvall (McLean Asphalt Company, MCA) to review all the concerns raised by the SIP Committee and any other street conditions that may have needed attention in 2019. Paul and Scott came to a firm conclusion on the largest potholes that needed immediate attention. On March 13 MCA used 1.48 tons of asphalt to patch the most serious potholes in Oakwoods. This work cost \$518. On July 25 Paul returned to MCA with a request to fill 12 small potholes that still existed in Oakwoods. These potholes were filled by MCA on August 6 at no cost to OHA.

Two other maintenance projects were requested from MCA in 2019. The first project concerned a large area with several potholes that needed full scale milling of old street asphalt and re-pavement of a section of the street. MCA contractors milled a large area (32 feet by 117 feet), applied SSI tack coat and installed 1.5 inches of hot mix asphalt. This project cost \$9,337.

The second maintenance project was a collapsed concrete gutter (35 feet long) near the corner of Persimmon and Palm Court. The project required removal of the old concrete and installation of a new concrete gutter. Stuart Concrete Company did this work. MCA workers followed up with the installation of new asphalt on the entire area. This project was completed on October 31. The total cost was \$10,998.

The total cost of all street maintenance work in 2019 is \$20,848.”

- C. After discussion about the timeframe of the Woodhavens project, Jeff made a motion that we hire MCA to do the work, with the stipulation

that they also include the boat lot milling and grading (excluding striping) in the previous bid, alleviating that extra \$2,200 cost. Megan seconded, and all were in favor.

Item #6- Banking System

- A. Due to the board absorbing the responsibilities of the financial manager as of 03-01-2020, Megan and John have been researching online banking features that are available at Heartland Bank, as well as a couple of other local banks. This is to be certain we stay efficient as possible in handling our accounts. Further research will be done and presented at a future meeting.

Item #7- Adjournment

- A. Meeting was adjourned at 7:30 PM. The next meeting will be held at 2018 Woodhavens at 6:30 PM.