

VALHALLA ASSOCIATION 15 - BOARD OF DIRECTORS
MINUTES – October 17, 2022 – 6 PM Valhalla Party Room

Welcome Directors & Guests: Jill Bailey, Vice President. Meeting called to order at 6 PM.

Approval of Agenda: Jill Bailey, Vice President. Agenda additions: Water Softener repair status, bulletin board in elevator, exterior lawn bid. A motion was made and seconded to approve the agenda with additions. Motion carried.

Officer's Reports:

- **Secretary's Report:** Approval of Minutes Board of Directors September 19, 2022 & Special Emergency Meeting August 29, 2022 - Linda Castiglioni.
 - A motion was made and seconded to accept the September 19, 2022; minutes as presented by the secretary. No discussion. Motion carried. Yea = 9 votes; Abstain: Wayne Jasperson
 - A motion was made and seconded to accept the August 29, 2022; Special Emergency Meeting Minutes as presented by the secretary. Discussion followed. Motion carried.
Yea: Kevin Castiglioni, Deb Dahley, Jill Bailey, Linda Castiglioni, Pam Burton, Kay Aune,
Nay: Ed Prosser, Carol Sabatke, Karla Dison,
Abstain: Wayne Jasperson

President's Report: Christina Block (Absent)

Treasurer's Report: Wayne Jasperson, Treasurer

- Total Current Cash Balance – All Accounts = **\$317,600**
 - Reserve account = \$138,500 (capital projects)
 - Operating account = \$125,600
 - Share of Merchants/General Account = \$53,500
- Unit 200 past due account. In collections. Past due on special assessments and monthly dues
- Unit 300 past due account. In collections. Past due on special assessments and monthly dues
- Third Special Assessment installment payment is due December 30, 2022
- Fourth Special Assessment installment payment is due March 31, 2023

Vice President's Report: Jill Bailey

- Jill Bailey shared how HOA Committees are formed.

Master Board Representative's Report: Pam Burton, Master Board Representative.

- No meeting in October 2022.
- Outdoor Pool is now closed.
- An ad hoc committee (complex wide) was created for potential new complex wide exterior signage and branding for Valhalla Complex (color and design). Jill Bailey Chair

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Building & Grounds Report: Karla Dison, Chair.

Minutes from Building & Grounds meeting on October 6, 2022. Published

Highlights of Building & Grounds:

- **Interior Project:** Flooring & Baseboards – Corridors, Lobby, Stairwells, etc. Flooring samples for the corridors were ordered. No ETA for samples arrival. Please contact Linda Castiglioni Project Manager for questions.

- **Water Intrusion Inspections** on APT 215 window. Ben Gatzke Construction (Owner 201) – completed the window water intrusion inspections on and around APT 215 with Valhalla Maintenance (Dan Bredesen). It was determined the water intrusion issues are window issues related to “failed caulking”. Larson Siding & Window has been contacted by Valhalla Management/Maintenance to determine next steps regarding the windows.

- **Note:** Per Ben Gatzke Construction’s report dated September 22, 2022: Two tests were performed on the exterior concrete wall above APT 215; *“on solid and well painted/sealed surfaces we saw zero water intrusion in tests at least 10 minutes.”* In addition, on the weekend of September 10, 2022; *“an interior inspection of unit 215 with an infrared camera to look for possible water intrusion/wicking”* was performed. Thermal imaging was performed on the interior building’s walls (APT 215) and *“...there was no water coming in during the lighter rain event.”* *“This suggests that it is coming from the window opening and not through the concrete exterior.”* In conclusion, the water tests on the concrete building did not result in water intrusions.

- Dan Bredesen Supervisor Maintenance presented a proposal from Larson Siding & Windows dated 10/17/2022, regarding re-caulking the exterior windows on both the North and South sides of the building. Discussion followed. It was concluded, based on the below sections of Valhalla Fifteen Association governing documents, windows are a homeowners’ responsibility for the *maintenance, repair, alteration, and remodeling, etc.* This includes all windows on both ends of the building (North and South sides) which were replaced in 2018. If owners would like assistance with coordinating window work with Larson Siding & Windows, please contact Valhalla Management/Maintenance. **Note:** The end unit windows are under manufacturers’ and installer’s limited warranties. All warranty work should be coordinated through Valhalla Management/Maintenance.

In conclusion, per governing documents, individual homeowners are responsible for and will make all decisions regarding their own apartment’s windows.

- Chris Robson General Manager presented Valhalla Fifteen Association governing documents and who is responsible for the *maintenance, repair, alteration, and remodeling* of the windows on the North and South sides of the Building 15 located at 2100 Valkyrie DR NW Rochester MN 55901. North and South sides of the building include the 16 end-unit apartments ending in the following numbers: X00, X01, X12, X15.

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- **Condominium Declaration** for Valhalla Fifteen Association: Dated November 24, 1975. Page 3; Paragraph (e) *“Limited common elements” or “restricted common elements” means those parts of the general common elements, if any, which are either limited to and reserved for the exclusive use of the an owner of a condominium unit or are limited to and reserved for the common use of more than one but fewer than all of the condominium unit owners, which parts shall be identified on the Floor Plans and if none are so identified then there shall be no limited common elements.*
- Page 3; Paragraph (g) *“Common expenses” means and includes expenses for maintenance, repair, operation, management, and administration; expenses declared common expenses by the provisions of this Declaration; and all sums lawfully assessed against the general common elements by the Board of Directors of the Association of Owners, or the Manager duly designated by the Board of Directors.*
- **Amendment Number One** to Condominium Declaration for Valhalla Fifteen Association. **Dated April 26th, 1976.** Page 2; Paragraph 18. **Owner’s Maintenance Responsibility.** *For purposes of maintenance, repair, alteration, and remodeling an owner shall be deemed to own the interior non-supporting walls, the materials (such as, but not limited to, plaster, gypsum dry wall, paneling, wallpaper, paint, wall and floor tile and flooring, but not including the sub-flooring) making up the finished surfaces of the perimeter walls, ceilings, and floors within the unit, including unit **doors** and **windows**.*
- **Amendment Number Three** to Condominium Declaration for Valhalla Fifteen Association. **Dated June 12, 1992.** Page 1; Paragraph 21. *Additions, Alterations, and Improvements of General and Limited Common Elements. There shall be no additions, alterations, or improvements of or to the general and limited common elements by the Board of Directors **without prior approval of 80% of all owners**, and such expenditures shall be a common expense.*
- **Door Magnets standardization** for apartment doors were presented by Jill Bailey. During the painting project, the professional painters recommended no adhesive type of products are used on the hallway apartment doors as there were several doors where it took additional time to prep the doors because of adhesive residue and missing paint requiring additional sanding and/or metal door filler type products to repair the damages from adhesives prior to painting. There were multiple communications sent out to owners/residents during and after the painting project instructing them to not hang anything on their doors and an approved door hanger fastener should be used.

Per Valhalla Resident Policies; Article III Common Areas:

3.10 No person shall adhere, tape, tack, nail or otherwise affix or erect any decoration, poster or sign in any Common Area, including the exterior surface of any Unit door; except that decorations may be attached to Unit doors with an approved fastener available at the Valhalla Management Office. The cost to repair any damage to a door surface attributed to a mounted decoration shall be paid by the respective Unit Owner.

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Discussion followed. A motion was made and seconded to approve the two standard magnet hooks as presented for Building 15. Motion carried.

Yea: Jill Bailey, Deb Dahley, Pam Burton, Kay Aune, Linda Castiglioni, Kevin Castiglioni, Ed Prosser

Nay: Karla Dison, Carol Sabatke

Abstain: Wayne Jasperson

Note: Owners/Residents may contact Jill Bailey APT 102 if they wish to purchase the standard magnet for their door. Please contact Jill Bailey Project Manager for questions.

- **Building Seal Coating Project**. The building seal-coating project was acknowledged as something that may be completed sometime in the future and there was **NOT** an immediate need to complete it now (2022) or in 2023. It was agreed this project would be tabled until 2023-2024 to research potential seal coating products, techniques, colors, etc. The earliest potential years to seal coat (paint) the exterior of the building is projected to be 2024-2026. Please contact Christina Block Project Manager for questions.
- **Fence Encroachment**: The recommendation is we reject the purchase offer of \$1,000 from the brown house for the encroached land per Valhalla Fifteen Association governing documents. Our proposal is to counteroffer the Brown house with a lease agreement to use Valhalla Fifteen Association's land; for an annual fee which would allow them (Brown house) to use the land until the fence is removed.

Valhalla Fifteen Association governing documents: Amendment Number One to Condominium Bylaws for Valhalla Fifteen Association. Paragraph 1.(1)... *"The Board **shall not** have the right by **act or omission** to seek to abandon, partition, subdivide, encumber, **sell** or **transfer** the **common elements** unless at least 75% of the first mortgagees (based upon one vote for each for first mortgage owned) of condominium units have given their prior written approval."* Note: "**mortgagee**" is defined as the "**banks**" who hold the mortgages.

A motion was made and seconded to counteroffer the Brown house to lease the encroached property for an annual fee of approximately \$1200/year; paid in full on or before January 1st of each year; starting January 2023. Discussion followed. Motion carried. Linda Castiglioni & Chris Robson will work with Valhalla's attorney and develop a lease agreement if our counteroffer is accepted by the Brown house.

- Exterior signage for Building; "no trespassing" signs were presented by Jill Bailey. Committee recommended the verbiage on the "no trespassing" signs. A motion was made and seconded to approve the verbiage on the proposed signage. Discussion followed. Motion carried. Please contact Jill Bailey Project Manager for questions. (*Note: color and placement of signs are pending.*)

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• **Notification Items:**

- RAMB Committee – RAMB Committee - October 2022; Highlights from RAMB Committee.
 - Parking Lot Signs. Signage was discussed, as well as a potential re-design of the Valhalla logo. It was decided that more discussion was needed on the logo. Some building's representatives did not want to implement the signs without updating and/or including a logo.
 - Reserve Study • Reserve studies for capital projects for each building will be performed. Pending
 - Lawn Care • Jill Bailey (Building 15) is working on gathering additional bids for lawn care for 2023. Plan to present at November's RAMB meeting.
 - No discussion regarding - Concrete Stairs from Building 15 to rest of Valhalla complex. Valhalla Maintenance and Valhalla Management researching options with contractors and will bring to the Committee.
 - Christmas Party for Valhalla Complex volunteers is scheduled for December 13, 2022. Christmas decorations will be implemented in the Party Room starting November 1st, 2022.

Caretaker's Report: Deb Dahley/Dan Bredesen. No report

Welcoming Committee: Kay Aune/Jill Bailey

- Welcome to the building! Apt 407 – Shannon & Stewart Dutton

Other Unfinished Business: Moved to above.

Old Business: Moved to above.

New Business:

- **Water Softener** repairs are complete for the building. Residents continue to report issues. Valhalla Maintenance will contact Contractor.
- **Announcement Boards in elevator.** Wayne Jasperson presented "filler paper" he has been inserting into plastic announcement holders in the elevator. Jasperson is requesting to continue to do this if the plastic holders are empty. Discussion followed. A motion was made and seconded to approve using "filler paper" whenever the plastic holders are empty and do not have "building announcements" in them. Motion carried.
- **Grass around 2100 Building.** Jill Bailey presented a bid from Custom Retaining Walls and Landscaping, Inc; dated 10/06/2022. ***"Remove rock and add black dirt and grade and seed and install erosion blanket around 2100 building."*** Quote = \$13,432.98. Discussion followed. A motion was made and seconded to approve the ONE bid for work to begin this fall. Discussion followed. Motion carried.
Yea: Jill Bailey, Wayne Jasperson, Carol Sabatke, Karla Dison, Pam Burton, Ed Prosser
Nay: Linda Castiglioni, Kevin Castiglioni, Deb Dahley,
Abstain: Kay Aune

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• **Open Comment/Feedback:** Guests & Directors

Guests were asked for their comments or questions.

- Cynda Tisher APT 407 asked if artificial grass (AstroTurf) would be considered for the front hill area behind the transformer. Tisher asked if the extra carpet tiles could be installed in the elevator and mailroom, at this time. Referred to Building & Grounds Committee.
- Gayla Gatzke APT 201 stated the lack of grass on the north and west sides of the building is due to the current and former mowing companies cutting the grass too short resulting in the grass dying.

No other comments or questions.

A motion was made and seconded to adjourn the meeting at 7:44 PM. Motion carried.

	X = Present		V = Present Video		A = Absent		
X	Kay Aune, Apt 308	X	Deb Dahley				
X	Jill Bailey, Vice President, Apt 102	X	Karla Dison, Apt 203, Building & Grounds - Chair	X	Guest: Danette Anderson, APT 111	X	Guest: Kerry Castiglioni, APT 104, 105, 206, 209, 211, 306, 307, 405
A	Christina Block, President, Apt 400	X	Wayne Jasperson Apt 415, Treasurer	X	Guest: Dale Kukla APT 105	X	Guest: Cynda Tischer APT 407
X	Pam Burton, Master Board Representative, Apt 404	X	Ed Prosser, Apt 405	X	Craig Erpestad Apt 207	X	Guest: Susan K Mainaga Apt 209
X	Kevin Castiglioni, Multiple Apts Owner	X	Carol Sabatke, Apt 215		Guest:		Guest:
X	Linda Castiglioni, Secretary; Multiple Apts Owner		Guest:	X	Chris Robson General Manager Valhalla Assoc	X	Dan Bredesen Supervisor Maintenance Valhalla Assoc

Respectfully submitted: Linda Castiglioni, Secretary