

**SOUTHWICKE TOWNHOME ASSOCIATION**  
**BOARD of DIRECTORS MEETING**  
**Date: February 11, 2025**

**CALL TO ORDER:** 5 p.m.

**ATTENDANCE:** Janet Johnson, Charlie May, Keith Sandvig, Carolyn Buseman, property manager Mark Gisch.

**GUESTS:** Sharon Dixon, Martha Vukovich, Philip Betts, Tom & Laura Snyder, Deb Bray, Siobhan Harman

**SECRETARY'S REPORT:** Meeting minutes for January 14, 2024 were moved approved by Charlie; seconded by Keith. Approved as written.

**TREASURER'S REPORT:** Treasurer Keith Sandvig noted a surplus of a little over \$5,000. Tax documents were sent to CPA for 2024 filing. Bills presented for sump pump freezing up, ice salt and spreading, and rinsing of algae. Waiting for invoice for inspection of remaining electrical boxes. Charlie moved to approve invoices; Keith seconded. Passed favorably without discussion.

**OLD BUSINESS:**

- Breaker box inspection was not completed. Baker Group will schedule #6 and #8 to be done Friday 2/14 or Monday 2/17. Two additional units are deficient and will need repair.
- Residential architectural inconsistencies at #7 were addressed. Will visit again in the spring. Mark failed to contact Midwest Construction for soffit and fascia repair. Mark denied he was asked about architectural inconsistencies at #37.
- Lawns Plus was called and will address additional leaf blowing that was missed with another trip in the spring.
- All Southwicke paint is to be returned to Unit 20 for future checkout when needs arise.
- Pertaining to dogs, tie outs are not allowed without homeowners' attendance at all times.
- No comments on brighter building light bulbs that were placed as a test.

**NEW BUSINESS:**

- Motion to move remove pole lights was made by Carolyn; seconded by Keith.
  - Street light repair would cost \$50,000+. Solar pole lights approximately \$2-\$3,000 per pole. Baker Electric said solar pole lights would cost about \$50,000.
  - Bids were attained from Baker Electric for removal of pole lights at \$4,500, and from Tri City for \$5,990.
  - Six out of 10 lights are not working, wires are not encased in tubes, poor design, no warranty, extensive ground disturbance to repair.
  - Motion brought to a vote; passed unanimously.
- Discussion moved from pole lights to building lights. Phil addressed the building lights and reported numerous fixtures are in need of immediate repair, and many more are loose with stripped or lost screws. Changing bulbs is difficult.
- Building light replacement was explored by Carolyn and Martha ordering several fixtures, plus procuring more at local stores to compare size and costs. Pros and cons were discussed pertaining to building lights:
  - More old lights will continue to fail due to age.
  - New lights will update our community for a new modern appearance.
  - Easier installation of light bulbs
  - Clearer glass, which will radiate more light onto street area.

- Certified electrician will install for \$60 (3 lights) per unit.
- Motion was made to replace building lights by Carolyn; Keith seconded. Motion passed with Charlie voting no.
- Martha reported for the Grounds Committee that Bentley Ridge Nursery was scheduled for 2/17, but postponed due to weather. Bentley Ridge will be laying out a long-term plan for trees/bushes throughout the complex, and the front entrance. Extensive crab grass was reported by Units 63. Mark submitted a driveway/sidewalk concrete review. A more thorough walk thru will happen in the spring.
- Boxes of old Southwicke financials, minutes and tax reports to keep or shred was discussed. Records will be gone thru and those not needed will be shredded.
- Holiday Decorations. Please review Rules and Regulations for holiday decorations and removal of such.
- Board approval of storm doors, windows, garage doors, etc. discussed. A list of approved vendors will be presented at a later date stating colors and where to purchase in order to remain consistent in our community.
- Warmer weather projects include possible leaf gutter filters, painting porches, mulching common areas.
- The ice storm in early February revealed that all north facing driveways need ice melt, including the streets.

Meeting adjourned. Moved by Charlie; seconded by Keith. Passed favorably.

**NEXT BOARD MEETING: March 11, 2025 at 5 p.m. Unit 20.**

**REMINDERS:**

*Copies of Southwicke Covenants, By-Laws, Rules & Regulations are available by email. Send request to Carolyn at [cb980@hotmail.com](mailto:cb980@hotmail.com)*