

Eastwood Pines Townhomes Association

Website: <https://eastwoodpines.net/>

March 20, 2023

Monthly Meeting of the Board of Directors

Meeting Minutes

1. The Meeting was called to Order at 6:05 p.m.
 - a. Present: Annabelle Catania; Jean Miller, Geoffery Pfeiffer, Frank Capsas, Beverly Neubecker
 - b. Absent: Janna Leska, Michael O'Rourke. Michael arrived during the roofing discussion (Old Business section e.). Janna arrived during Unit 2917 Fence Repair discussion (Old Business section i.)
2. Treasurer's Report
 - a. Items to be under roofing still have not been moved to the roofing categories. Ameritech is to get this straightened out.
 - b. There was a special assessment done 5-6 years ago for electrical meters. It is unclear which line item the special assessment funds went to. In order to move funds to roofing/other reserves a vote needs to be held by the owners. Our property manager is to investigate where the funds were deposited.
3. Approval of Minutes from 2/20/23 meeting
 - a. Motion to approve by Jean. 2nd by Frank. Unanimous approval by board.
4. Approval of Minutes from 2/23/23 meeting
 - a. Motion to approve by Frank. 2nd by Jean. Unanimous approval by board
5. Adoption of Robert's Rules and summary (handout provided)
6. New Business:

- a. Unit 1877 Carport Parking- Jet skis parked in carport. Annabelle personally inspected, the jet skis and trailers are not protruding out of the carport. Though it is technically against our rules and regulations to have recreational vehicles in our carports, a request to abate all fining and further letters from Ameritech was requested. Pending review of the rule a fine will not be issued. A Rules and Regulations Review committee was formed, Lead by Annabelle Catania; composed of Kevin Imse and Jean Miller.
- b. Unit 1859 Modification Request- Request to add electrical outlet to front. Motion to approve by Jean. 2nd by Annabelle. Unanimous approval by board.
Owner of 1859 also wants to replace the dead shrubs in front of his unit. The state of the shrubberies on our property is to be reviewed by Laurose Lawns, Beverly to follow up. It would be appreciated by the board and owners if the landscaping company was more proactive in following up with this and other items. The request for the owner to replace the shrubs was denied.
- c. Formation of Community Landscaping/Beautification Committee - Suggested by Kevin Imse, proposal to form a committee of community members dedicated to the beautification of our neighborhood through the maintenance of various plants and other landscaping items. The committee is to have no budget and run on a volunteer basis. The committee will be led by Kevin Imse and composed of Donna Ester and Tory Motorny.
- d. Unit 1855 Planter Issue - Kevin Imse has built a planter in front of his unit and wanted permission from the board to keep it. Motion to approve by Frank. 2nd by Jean. Unanimous board approval under the three conditions:

- i. The planter will be removed upon sale of the unit
 - ii. The planter is brought down to 2' or below (currently stands about 3' tall)
 - iii. No pest attracting flora are planted in the planter
- e. Units 1873 & 1875 Flooring Issue – Alleged damage to floors from sewer backup in building 1. The board is unsure if we are liable and if so, what the HOA is liable for.
 - i. 1875 - Mark Core claims the issue has been ongoing for about the past 6 months and that it is not covered by his insurance. A letter asking for \$6000 in compensation for damages was received from the owner of unit 1875. There is no previous report of this issue on file from unit 1875. Mark Core requests mediation together with unit 1873 and the plumbing records for any work done to the two units. This issue has been forwarded to our Attorney by Annabelle.
 - ii. 1873 - Annabelle has already forwarded this issue to the Attorney for review and guidance.
- f. Tree Trimming- Ameritech is to contact Laurose Lawn to inspect for trees in need of trimming prior to Hurricane Season.
- g. Future Meeting Dates –
 - i. The meeting of April 17th needs to be moved as most of the board will be taking a virtual certification course. Moved to April 20th 6:30PM.
 - ii. May 15th meeting will be held VIRTUALLY ONLY at 7:00PM.
 - iii. June 19th meeting will be held poolside at 6:00PM.
 - iv. It was brought up that the board usually breaks for July.

- v. Future meetings to be discussed later.
- h. Guest Parking - The current situation was discussed. There have been many cases of vehicles from other neighborhoods parking in our lots. There is also a commercial vehicle often parked in one of the lots. To be reviewed after determining ownership of some of the vehicles. The issue will also be addressed by the Rules and Regulations Revision Committee.
- i. Pool Gate Lock - After the recent breakage, the lock was reviewed. The current lock is a proprietary model and cannot be repaired by most locksmiths. It was agreed that our locksmith needs to be able to repair the lock within 24 hours in the future, otherwise the lock will be replaced. It was brought up that the inside lock might not be in compliance with fire safety laws. A review of the laws will be reviewed and this readdressed.
- j. Pest Control Spraying - Annabelle spoke to our pest control contractor, the cost for spraying the lawns for fleas is \$475. Motion to approve by Annabelle. 2nd by Jean. Unanimous board approval.
- k. Spring Fling - To be held April 30th. There will be hotdogs and water and games. Tables and tents will be set up on the lawn next to the pool. Residents are encouraged to bring food 'potluck style' to share with their neighbors. Any alcohol must be for personal consumption.

7. Old Business:

- a. Leveling of Cracks in Sidewalks - Leveling has been done but some cracks remain to be filled. Ameritech to see what needs to be done and get quotes for same.

- b. Update to Rules and Regulations - To be revisited and reviewed by the Rules and Regulations Review committee.
- c. Roofing - A response to our questions was received by Arch Roofing, but some of their answers were unclear and need further clarification. Answers to the board's questions from the other roofing companies should be in by Wednesday. We will ask the companies to give us their best and last quote. Going forward, Kevin Imse will be included on communications about the quotes so that he may comment.
- d. EWPTHA Document Update - The documents will be updated by the end of May per our attorney for initial review. Once accepted by the Board, an Owner meeting will need to be held for vote and approval.
- e. Unit 1827 Leaks in Ceiling/Possible Mold - Request to Donna Ester from Annabelle for photos of damage. According to Donna the drywall is damaged. Annabelle asked Donna if she could wait until the roof is replaced to address the ceiling issues because if there is rain before it is replaced, the ceiling will just get stained again. Donna stated that she was fine with waiting until the roof is replaced.
- f. Unit 2934 Carport Issue - Message sent to Vic's that he did not fully repair the carport. Pitch of the carports causes water to drip onto the fence. It was suggested to hire a handyman to install an aluminum flashing on the carports to prevent this issue. Ameritech is to get a quote for this flashing.
- g. Unit 2917 Fence Repair and Other Issues - Quote for repairs to shed and fence is \$1,200. Association is not responsible for the patio but is responsible for the fence and shed. Breakdown is: \$100 for gutter work; \$700 for fence and gate repairs;

\$400 for shed wood replacement. Motion to approve by Michael. 2nd by Jean.

Unanimous approval by the board.

- h. Unit 1821 Repairs to Patio Gate - No answer from Kurt on the patio gate repair. It is unclear if only the lock needs replacement or the full gate. Ameritech to get more information and report back to the board.
- i. Unit 1825 Water Damage - Reportedly fixed by Miller Mending in July 2022.
- j. Unit 1845 Holes in Patio Floor - Holes in ground due to pests. Beverly to follow up with Naturezone pest control and unit owner to resolve.
- k. Fence Between Unit 2946 and 2948 Bld 7 - Fence broken, fixed February 16 2023 per Beverly.
- l. Hiring of Maintenance Person - Kevin to coordinate with Beverly on hiring a maintenance person.

8. Property Manager's Report

- a. Delinquent Unit 1823 - Apparently paid. Attorney has copy of check. Ameritech says they have not yet received the funds.
- b. Unit 1855 - Tools and dolly in corner of carport.
- c. Unit 1829 - Torn front screen door. Owner to be notified to fix by Ameritech.
- d. Unit 1823 - Front porch in disorder. Owner to be notified to fix by Ameritech.
- e. Unit 2938 - Grill on common area lawn. Letter to be sent. Check with attorney on county laws regarding storage of gas/charcoal grills.
- f. Unit 1867 - Mold problem in closet, to be inspected by insurance company.

9. Open Forum – All Residents

- a. Owner of unit 2938 (grill on lawn) arrived. We will check with attorney on grill storage laws. Owner needs repairs done to his fence - he has made some repairs himself.
- b. It was reported that several building signs were incorrect or missing addresses. Ameritech to get this quoted and fixed.
- c. Question from Janna about the sprinklers, some appear nonfunctional. To be reviewed. According to Ameritech, they were recently checked and in good working order.
- d. Kevin is excited for the spring fling :)

10. Adjournment

- a. A motion to adjourn the meeting was made by Michael at 7:53PM. 2nd by Jean. Unanimous approval by the board. The next Meeting of the Board will be April 20, 2023 at 6:30PM.