

Meeting Date: June 11,2024

Meeting Called to Order: 5:30 PM via zoom

Board of Directors

Anne Welsh, President	<input checked="" type="checkbox"/>
Melinda Tate, Vice President	<input checked="" type="checkbox"/>
James Smith, Treasurer	<input checked="" type="checkbox"/>
Dorene Quesnel, Secretary	<input checked="" type="checkbox"/>
Kristin Leavitt, Member at Large	<input checked="" type="checkbox"/>

Property Management Associates: Caleb Kelley present

Homeowners Present (2): Ed Coleman
Beda Bela

Reminders
The 2024 monthly HOA fee is \$362.
The 2024 ADDITIONAL FEE of \$362, for the Roof and Road Reserve, is due no later than July 1st. If you have not yet submitted that payment:
Make checks payable to: ICCA (Indian Creek Condo Association). Mail to: Property Management Associates P.O. Box 1201 Williston VT 05495
<u>TIME AND DATE CHANGE: Effective July 2024 the Board meets the THIRD MONDAY of each month at 5:00 pm</u>
Ensure that your personal Homeowners Insurance Policy includes "loss protection" in the amount of at least \$25,000, which is the deductible of the ICCA Master Insurance Policy.
For repair requests and complaints concerning violations of Admin Rules, please use the Reporting Form at our website www.indiancreekcondos.org . If you do not use email, please phone Property Management Associates (PMA) 802-860-3315

Agenda Item		Action assigned to:
Homeowner Comments:	Units 20 & 21 attended only to discuss the status of the previously submitted owner reports directly below. The Board agreed to address these first.	
Unit #20 Raccoon and kits in wall	PMA will contact the wildlife removal trapper again to resolve this immediately. They will coordinate access to the home interior, if required, with Caleb and the homeowner.	<i>Caleb</i>
Standing water and flooding on lawn near #21	Standing water and flooding outside this unit. An existing catch basin has been identified not far from this area. Contractor ECI has been requested to evaluate this area and, if feasible, provide a quote to excavate the lawn to direct runoff to the catch basin.	<i>Anne</i>
Approval of Minutes:	May minutes approved.	
Financial Reporting	James reported that it is anticipated that wood rot repairs on Phase 5 will exceed the amount budgeted for 2024. A Budget/Actual report should be available for the July meeting.	<i>Caleb</i>
Insurance Premium Increase	FINAL REMINDER TO OWNERS: ensure that your personal Homeowners Insurance Policy includes "loss protection" in the amount of at least \$25,000, which is the deductible of the new ICCA Master Insurance Policy.	
Financial Reporting: Accounts Receivable	One owner is delinquent in an amount that exceeds 2 months in fees, despite frequent notifications. Caleb reported that the next action for the Association is to turn this over to Legal, at the owner's expense.	<i>Caleb</i>
Old and New Business		
Fence Posts at tennis court.	To date one business has quoted replacement of the fence poles at the tennis court to PMA. PMA has solicited a second business and is awaiting their response. There will not be funds in the 2024 budget to perform the work in this calendar year.	<i>Caleb: get professional quotes</i>
Broken Net Post at tennis court.	Repair is complete.	
Indian Creek Sign Damage	The sign repair contractor suggested, and the Board approved, the use of alternate materials for the new sign. There will be no impact on the price. Per the Contractor "The sign and surround will be in PVC, letters will be carved and painted gold. The surround would look a bit different, as there would be no natural wood grain, but will be painted in a similar tone as the oak. Paints will switch from marine-grade to latex". Cost should all be covered by the driver's insurance.	<i>Caleb to follow through</i>
Roads	Quotes are on file for the completion of paving on the main road. No additional work is planned for in 2024. The Board will present paving the remaining portions of the main road at the forthcoming Informational Meeting*. This is for completion of the main road only and does not include driveways.	
Roofs	For planning purposes, PMA was requested to obtain estimates from professional roofing contractors for shingle replacement. PMA has received verbal estimates from two contractors (at current market pricing). This information will be used for Long Range planning and discussed at the Informational Meeting*.	
*Informational Meeting / Funding the above Road and Roof expenses	The Board will be holding an in-person Informational Meeting in late July or early August, and encourages all owners to attend. The purpose of the meeting is to present the estimated costs and funding for both completion of paving the main road and roof replacement. The date, time and location will be sent to all owners in advance.	

INDIAN CREEK BOARD MEETING MINUTES

Branches and Swales	Swales: The KT contract schedule was reviewed for brush-hogging of the swales next to the pool (from the road back) and the area behind the pool and tennis courts that is bordered by swales on two sides. Branches: Many branches fall year-round (in abundance) from the mature trees on the property. It was suggested that the Board have discussion with KT to work out a regular schedule when they will have equipment on site to remove any stacks of branches that homeowners might place next to the road. This is in addition to the seasonal clean-up currently in the contract. More information TBD.	
Phase 5: Wood-rot repair, Painting, Front door replacement:	In process. Wood rot repair may exceed budget for 2024. Phase 5 owners will be advised separately of when door replacement will occur.	
Other:		
Pool Door Lock - Responsibilities	Use of the pool is reserved for residents and their guests only. All residents are reminded to lock the door to the pool after arriving and especially when leaving. This does require inserting the key. Residents are not authorize to share or loan their key to non-residents. PMA was requested to contract with a locksmith to modify the lock so it will automatically lock when closing the door. Until that time, the key is required.	<i>Caleb</i>
Composting on site / animal intrusions	Composting and / or disposal of food scraps anywhere on Indian Creek property is not allowed. The Board discussed and agreed that: Any previously grandfathered compost bins are now prohibited, effective immediately, and must be removed by the resident. There has been a significant increase of animal intrusions into attics, skunks in garages, raccoons under decks, and a racoon nesting inside the attic and walls of a unit and sightings of bears and coy-dogs in the area. Significant cost has been incurred by the Association to investigate and resolve these occurrences.	<i>Caleb to contact owner of compost bin identified.</i>
Private Road signage-liability	The requested legal opinion was received regarding Indian Creek liability to non residents on the property, after publication of this meeting Agenda. Kristin reviewed the letter with the Board members in this meeting. The key take-away from the lawyer is: To reduce/minimize liability, the Association does have an obligation to make it clear to everyone that may enter ICCA, that this is private property. Board members were requested to review and choose some sign designs so that there could be a choice of design and wording at the next meeting.	
Emerald Ash Borer treatment	schedule not discussed	
Restore electricity to units 26-27 exterior garage light and walkway lamp post light.	Loss of electricity to these exterior lighting fixtures occurred over the winter and a temporary fix was put in place on the garage. Property Management (PMA) will contract the Electrician regarding work required and schedule to restore lighting to these exterior fixtures.	<i>Caleb</i>
Repair Lighting at the missing sign.	PMA to contact the Electrician	<i>Caleb</i>
Repair exterior garage light fixtures on garages for #30-31, #32-33 and #34-35	PMA to contact the Electrician. Bulb broken from base (stuck in the socket), socket issue, cracked socket.	<i>Caleb</i>
Website Forms / owner reports:		
#32 Filling of large hole due to tree removal	If there will be dirt removed from excavating at #21, it will be used to fill this area and then reassess. TBD	
#15 Critter holes and bare spots in lawn.	The Board and PMA discussed that the lawn has been looked at by the Association and the conclusion is that it is likely due to voles, that are very difficult to irradicate. This problem has occurred somewhere on the property every year, but they change locations. One deterrent suggested by a Board member is the product "Repels All". Another is a DIY mint leaf recipe that can be found on-line. Both need repeated applications (after rainfall, etc.) to the affected areas. PMA will contact the owner to provide these suggestions to them, should they choose to apply them.	<i>Caleb</i>
#45 Back yard garden and fence request	Denied. As noted in the Indian Creek Administrative Rules: "Unit Owners are not permitted to plant gardens or planting in any other Indian Creek common property including behind the units or adjacent to the garages." In addition, no obstructions are permitted on the common property. If not used for a grill, owners may be seek permission to place potted plants (flowers, not vegetables) on the pavers installed by the Association.	
Website Maintenance	PMA is requested to update the list of Contacts on the website to reflect the current board members.	<i>Caleb</i>
Updates:		
Privacy Planting behind tennis court	Completed	
Adjourn 7:30 PM		
Next Meeting: 7/15/2024 5:00 PM VIA ZOOM		
Effective July 2024 the board meets the third MONDAY of each month at 5:00 pm via Zoom. Contact Caleb at PMA if you would like to participate in Board Meeting and don't have access to Zoom.		