

MEETING MINUTES – August 24, 2022

- I. Call to Order – 6:05PM
 1. IN ATTENDANCE: CAROL S., CAROL E., DANE, DEBBIE
- II. Minutes - Approval of meeting minutes from prior meeting – APPROVED UNANIMOUSLY
- III. Financial Report - Balance Sheet, Budget Comparison, Water GL & Universal Utilities Statement – TONY DISCUSSED
- IV. Action Items List
 1. Get quotes to solve the water issue at the garages on the north end. – On Hold
 - i. BOARD UNANIMOUSLY DECIDED TO HOLD GIVEN THE OTHER EXPENSIVE PROJECTS THAT WE HAVE GOING
 2. Order the elevator laminate and get a mat for the top. – On Hold for pricing from Elevator Technologies
 - i. COST OF PERMIT PLUS HOURLY RATE OF \$197.50
 1. DISCUSSED THAT THE HOURLY SUPERVISORY RATE IS AT LEAST HALF OF OTIS
 2. MOTION TO APPROVE BY CAROL S., SECONDED BY CAROL E. – APPROVED UNANIMOUSLY
 3. Get a quote for an oil change from Elevator Technologies. Bid Received \$5,082
 - i. TONY HAS BEEN ADVISED BY PERSONS IN THE INDUSTRY THAT CHANGING THE OIL IS SOMETHING WE DON'T NEED TO DO
 - ii. BOARD UNANIMOUSLY AGREED TO PASS ON THE OIL CHANGE AT THIS TIME
 4. Ordinance & law reminder insurance with Prasad's email. – Awaiting Prasad's information
 - i. PRASAD HAS NOT EMAILED TONY THE INFO. TONY WILL RE-ADDRESS LATER IF IT COMES BACK UP.
 5. Ivy is dead and it needs to be removed. Work Order issued 6/30/22
 - i. CAROL E. REPORTS THAT THIS HAS NOT BEEN REMOVED YET
 6. Birds building nests in dryer vents that need to be caged. Unit 18 needs to be told. Emailed 6/30/22
 - i. CAROL E. SAYS ALL CLEAR
 7. There are some AC units that sit above Carol's unit that is knocking really loud. Carol will advise which unit.
 - i. CAROL S. REPORTS THAT IT HAS BEEN QUIET, SUSPECTS THAT IT IS UNIT 20 FAILING SINCE THAT UNIT HAS BEEN EMPTY THE LAST COUPLE MONTHS; CAROL WILL INVESTIGATE FURTHER IF IT CONTINUES
- V. Manager's Report
 1. Top Caps Project Phase 2 Bid – Additional Assessment
 - i. \$47,412 FOR PHASE 2 OF PROJECT
 1. DEBBIE MOVED TO APPROVE THE BID, MOVING FORWARD WITH SECOND PHASE, AND ISSUING ADDITIONAL ASSESSMENT; BOARD UNANIMOUSLY AGREED
 - a. ASSESSMENTS WILL BE DUE NOVEMBER 1ST AND MARCH 1ST
- VI. Adjournment to Executive Session – AT 6:31PM