

Board of Directors
Sunflower Village Homes Association

BOARD MEETING OF THE BOARD OF DIRECTORS
Wednesday, October 21, 2020 AT 7:00 PM

Members: Pres. Ron LeTourneau, Vice Pres. Jeff Barszcz, Sec. Pam Turek,
Treas. Nate Rebeck, Dir. Barbara Carson, Dir. George Kruczek, Dir. Bob Parker,
Dir. Gretchen Harrington, Dir. Chuck Lang and Dir. Bill Meeks

Present: Ron LeTourneau, Jeff Barszcz, Barbara Carson, Bob Parker, Nate Rebeck and Chuck Lang (Pam Turek and George Kruczek phoned in)

Absent: Gretchen Harrington, Bill Meeks

Also Present: Dorothy Pape (Acting General Manager), Beth Myers (General Manager in Training) and Ken Zakalowski (Maintenance Manager), Alan Penskar, Meisner Law Group

Meeting called to Order by: Ron LeTourneau at 7:08 pm

HOMEOWNERS – 3 in attendance. Due to COVID19 restrictions, in-person attendance was limited to 19 people.

Melissa Lichtman – Questioned the timing of the mailing for the code of conduct. Alan Penskar informed her that the timing was appropriate and all residents received their ballot within the appropriate timeframe.

Richard Downing – Requested to be on the agenda, but came unprepared to address the board.

APPROVE MINUTES: September 16, 2020 Board Meeting Minutes. Motion made by: Barbara Carson, Supported by: Bob Parker, All in Favor: Motion Carried.

Abstain: Pam Turek, George Kruczek, Chuck Lang and Bill Meeks

REPORTS

A. President

- Nothing at this time

B. General Manager

- Rentals for October: Three rentals were cancelled for October and there are no rentals requiring a refund of their deposit for November. There are currently 16 holds for December, with seven of those being under deposit.
- Coming Events: November 18 – General Meeting with limited attendance (in conjunction with Board Meeting), providing we are still permitted to have residents inside.
- 2020 Dues: As of today, 19 homeowners have not paid their dues (compared to 19 as of this time last year). 4 of the 19 have not paid in full, 2 are on Attorney payment plans, 3 owe late fees, 5 owe \$375, and 5 lots have had a lien placed against them.
- 2021 Dues: Invoices will be mailed out the first week in December and are payable January 1 – March 1 without a penalty. Office staff will begin working on the mailing.
- Will be making the annual transfer of funds into the reserve account. The 2020 contribution is \$92,700.00.
- 2021 Board: Six candidates submitted an intent to run for the 2021 board on a timely basis. Three applicants submitted their intention after the deadline had passed and were not accepted. The candidates for the 2021 board are: Barbara Carson, Khalil Kandah, Ron LeTourneau, Melissa

Lichtman, Pat Mulcahy, and Mary Waxer-Leto. The ballots have been printed and will be delivered to the area reps by Thursday.

- Board meetings have always been the third Wednesday of the month. This causes problems in November and December with the holidays (December meeting is always moved) and challenges when putting together the newsletter. The board will take into consideration moving the meetings to the second Wednesday of the month.

C. Maintenance

Work Completed at Hanford Clubhouse:

- Complete monthly PM and refilled the doggy bag box.
- Work continues with Wayne to clean out the garage and clubhouse storage areas.
- Work at the Hanford pool continues by Clearwater Pools. Tile and Coping is 90 % complete. The areas around the skimmers still need tile work.
- New pool skimmers are installed and new cement is in place around same. The Kiddie pool still needs cement around skimmer.
- The pool marcite has been chipped, acid washed and a scratch coat has been applied, just waiting for new marcite to be applied.
- The kiddie pool also needs to be refinished around tile lines.
- Cintas performed the yearly Fire Extinguisher and Emergency Light inspection, the Fire Alarm system and Fire Sprinkler inspection
- Replaced one exit sign per Cintas Inspection.
- Cintas completed work on Fire Sprinkler deficiency report, replaced the nine corroded sprinkler heads and changed the anti-freeze in the system.

Work completed at Gainsborough Clubhouse:

- Complete monthly PM.
- Deliver newsletters for Gainsborough area.
- Put a tarp over the chairs and lounges from Hanford that are stored at Gainsborough for the winter.
- Pool has been winterized.
- Damaged fittings were found inside one of the pool filters that may have been causing sand to flow back into the pool after backwashing the system. The filters were replaced as they were leaking.
- Cintas performed the yearly Fire Extinguisher and Emergency Light inspection, the Fire Alarm system and Fire Sprinkler inspection.
- Replaced two exit signs in the basement per Cintas deficiency report.
- Cintas has ordered parts and will correct issues from the sprinkler system deficiency report.

Pool Issues:

- The Hanford pools will need to be refilled and the system run for two weeks due to new marcite.
- No one was present when Clearwater pools winterized Gainsborough's pool, so it isn't known if the pool water was backwashed down the drain.
- Z PLUMBERZ, attempted to jet the backwash drain. After four days, the approved budget was realized. Some blockage was removed, but blockage remains near where the line ties into the storm sewer, approximately 80 ft from the cleanout outside the building. Video confirms the blockage is a sand and calcium buildup from standing water that remains in the line, and hardens like concrete.

Motion to approve \$3,000 for Metro Sewer to complete removal of the blockage located in the drain used for pool backwash at the Gainsborough Clubhouse. Motion made by: Jeff Barszcz, Supported by: Bob Parker, All in Favor: Motion Carried.

- Several concrete leveling companies have been out to look at the Hanford pool deck. We have not found a concrete company with room on their schedules for the remainder of 2020.

Gainsborough Floor Project:

- Parris Construction has been contacted for a status report on the truss replacement issue.
- Upright Fence completed work on the two fence posts that were heaving at the Hanford tennis court. They are undergoing a reorganization, and experiencing serious backlogs in work. They have delayed looking at the pool fencing. Two years remain on the labor warranty.

D. Treasurer

- Budget is on track.

E. Newsletter

- November issue will be delivered to Area Reps tomorrow and Zone Reps will be delivering the newsletters by Oct. 31.

COMMITTEE REPORTS

A. Communications Committee

- Website is being updated in order to add the Board Meeting Minutes

B. Social Committee

- Treat-in-the-Trunk was well received.

C. Common Grounds Committee

- Maintenance Manager worked with Clean Cut on tree replacement and leveling.
- Bubbling on the walking track near the bridge needs to be checked again.
- Landscaping for the Children's Memorial Garden will be addressed in the spring.

D. Sign Committee

- All signs have been completed and invoices have been processed.

E. Road Committee

- Swanmere and Lambeth Court are in desperate need of repair. Bob has checked with Wayne County but they will not permit cement roads to be replaced with asphalt, which would be cheaper. He is attempting to classify it as a repair and not a replacement to qualify for ACT 51 monies.

F. Snow Removal

- Road salt should be available by November 1. Eighty tons of salt will be purchased and stored.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURN: Motion made by: Barbara Carson, Supported by: Bob Parker, All in Favor: Motion Carried