

**WEST FORK VILLAGE HOMEOWNERS ASSOCIATION**

**BOARD OF DIRECTORS**

**GENERAL MEETING MINUTES**

April 1, 2021

Attendees:

Travis Ryan, Onsite Manager  
Carrie Huenink, Treasurer  
Dottie DeMark, Secretary  
Mike Gantz, Voting Member

Also Present:

Lisa Shewmon

**Meeting start time:** 6:10 pm

1. Roll Call.
2. Open Discussion. None.
3. Meeting Minutes. Travis noted that Section 5a contained "TR" which should be changed to "Travis." **A Motion to approve the minutes of the February 25, 2021 meeting with the correction noted above was made by Carrie, seconded by Mike G, and the Motion was passed.**
4. Old Business.
  - a. Apartment 1602 Update. Travis advised that cleaning of the apartment is nearly complete. It wasn't necessary to gut the bathroom and toilet area; the bathroom door was removed to be cleaned and replaced; some of the ductwork and flex ducts have been removed and discarded; the heater exhaust was removed and will be cleaned; the heater was taken apart and cleaned; and the kitchen and floors have been cleaned. The apartment has been cleaned twice and tested once. An independent company will do a second test tomorrow, April 2, and if it's approved, the State and County will be notified. The cost is nearing \$7,000 for the cleaning and around \$2,000 for the testing. The cleaned parts will be replaced this month and the apartment should be rentable by end of April or May. The total cost will be less than originally estimated.
  - b. Budget adjustments for 1<sup>st</sup> quarter for unexpected costs. Unexpected 1<sup>st</sup> quarter costs are the meth cleanup of apartment 1602 and the March snow removal (cost of \$29,000 is \$7,000 over budget). Carrie and Travis suggested using some of the trees/bushes budget to cover these 2 unexpected costs. Discussion was had regarding what projects could be postponed until next year. Travis advised that a contractor came and looked at the ash trees we were going to remove this year (the ones the City recommended should be removed asap) and the contractor felt they looked pretty healthy. After discussion the Board agreed that the following 3 projects could be postponed until next year: honey locust

- trees trimmed for \$4,680; remove 7 ash trees for \$2,800; and replace 7 ash trees for \$6,300. A discussion followed about the snow removal costs. Lisa asked how other HOAs are handling the issue and suggested we focus on cutting services on small storms where the snow lasts for a few days and then melts. Carrie doesn't trust FLM and would like to see a breakdown of their \$29,000 bill. Travis will email to Board. Mike G. also feels FLM might be taking advantage of us. Lisa suggested just plowing the main streets. Mike suggested there needs to be a public awareness of the situation. Travis read the Board's obligations for snow removal contained in the Resolutions as follows: *remove snow "...from the common elements, private streets, sidewalks, parking areas, and driveways. "...no duty to cause any snow removal except when accumulation justifies removal as determined by the executive board"*. Carrie noted that on the second day after the March storm, there were front end loaders and other heavy equipment working and asked if that was needed. Travis said yes, they were moving the snow out of the complex. Other suggestions included focusing on the bad areas and letting the sun take care of the rest in spring snows; buying our own snow removal equipment; finding a smaller company with better rates even though it may take them longer to complete the job. Travis will look at other companies, big and small. Lisa suggested that the bar needs to be lowered on owners' expectations. Discussion followed about the specifics Travis will include when posting on our website and mailing a postcard to owners: i.e., what the March storm cost us; put us over budget; Board working on budget changes to fix; lower expectations; and avoid dues increase. Carrie began a discussion about our Newsletter and including this information in the next one. Travis will reach out to other HOAs in the area about snow removal costs and will run the postcard by the Board before sending it out. A discussion followed about the possibility of getting reimbursement from the father of the 2 renters of apartment 1602 since the father entered into the lease and also paid the rent. Dottie suggested we have an attorney write a demand letter with a deadline and threat of litigation to the father, but no further action by the attorney. It could motivate the father to offer a settlement. Travis will get an estimate from the attorney.
- c. Quote to treat 27 ash trees. Travis made a correction to the quote; in the Tier 1 trees, there is only 1 ash tree east of building 9, instead of 2. The quote totaled \$3,594.00 and is for treatment in the summer of 2021. The treatment will need to be repeated every 2 years; the next treatment should be done in 2023. **A Motion to hire SavATree to perform the treatment of 27 ash trees was made by Dottie, seconded by Carrie, and the Motion passed.**
5. New Business.
- a. Overhead Lights in the Pool Area. Travis advised that the overhead pool lights need to be repaired or replaced. He obtained an estimate from Leading Edge Electric who recommended the lights be replaced with LED lights for \$4,950. Travis suggested that we do a replacement of some of the lights this year under 'repairs' and then budget for the rest of them next year. Lisa initiated a discussion about the need to have lights in that area. Mike agreed it would be cheaper to replace the current fixtures with LED lights. The estimate is for 10 lights but Mike feels that 6 LED lights would be sufficient for that area. Travis will get a revised estimate from Leading Edge Electric as well as another company.
  - b. Garage 18 is available for sale this month. Travis recommended that Garage 18 be offered to WF Owners through a blind bidding process. The Board agreed to sell Garage 18 with owners submitting bids in sealed envelopes. An independent non-owner should be present

when the bids are opened. Travis will announce the sale by adding it to the postcard being sent about the snow removal issue, and he will run the postcard by the Board prior to distribution.

6. Reports.

- a. Transaction List for February 2021. A discussion was held regarding the increase in dog droppings in the complex. Lisa advised that her new tenants moved here from The Reserve apartments across the street and they told her that they see people from The Reserve all the time trespassing with their dogs. Travis will send a letter to the management of The Reserve.
- b. P/L and Balance Sheet. These reports were reviewed by the Board and there were no questions.
- c. Painting Schedule. Travis advised that painting will begin on Monday, April 4 beginning with the Clubhouse and followed by Buildings 2, 6 and 15.

Whereupon the Board went into Executive Session and the public left the meeting. The Minutes for the Executive Session are recorded elsewhere. The Board returned to the General Meeting at 7:49 pm.

A **Motion to Adjourn was made** by Dottie, **seconded** by Carrie, and **the Motion passed**. The meeting adjourned at 7:49 pm.

Respectfully submitted,

Dottie DeMark, Secretary