

Villas of Northwyck Condominium Association

Meeting Minutes – August 29, 2017

Meeting Location: Northwyck Clubhouse

Meeting Date: 27 June, 2017, at 6:00 PM

Board Members Present:

- Susan Schreier, President
- Patricia DeSatnick, Vice President
- Bruce Papet, Treasurer
- Eliseo Carrillo, Director

Board Members Absent:

- Kevin Fanroy, Secretary

Metro Group Management:

- Marti Johnson, Property Manager

Meeting called to order at 6:00 PM

ADMINISTRATIVE

APPROVAL OF BOARD MEETING MINUTES

- June 27, 2017 Minutes – Motion to approve by DeSatnick, second by Papet. **Unanimously approved.**

NEW ASSOCIATION MEMBERS

- 1414 Alameda Blvd: Walter & Kathy Bieber

GROUNDS

PHRAGMITE RESTORATION AREAS: AP revised quote and plan to better address the areas affected by the phragmite treatment from the past two years and also address area of erosion of bank and inability of lawn equipment to handle existing area behind 1362 AB.

- 1362 AB Reviewed plan to better address this area in conjunction with wetland, phragmite spray, and area that is very difficult for the lawn equipment to get into due to small space, grade, erosion, and close wetlands. **Motion by DeSatnick, second by Schreier to approve American Properties correcting**

edging and utilizing crown vetch to help secure bank from erosion and hold ground at cost of \$1,453.00. Unanimously approved.

- 1354-1362 AB Landscaper suggested that in place of re-sodding the bank between these buildings which will likely continue to erode from lawn equipment, sow a wildflower meadow mix that will bloom all summer and hold the ground better. **Motion by Schreier, second by Carillo for American Properties install edging and sow wildflower mix into gap between wetlands and lawn at cost of \$1,148. Unanimously approved.**
- 1374 – 1394 AB **Motion by Papet, second by Schreier to approve American Properties option for vegetation kill, rototill, regrade and seed to re-establish lawn where the phragmites were sprayed at cost of \$2,637. Unanimously approved.**

AP will order supplies this week. They plan to complete all projects this Fall.

SHRUB REPLACEMENTS AND MODIFICATIONS Plantscaping will be replacing shrubs that have died the past year and correcting shrubs from last year as soon as temps decrease. Will also replace hydrangeas at three units planted by previous landscaper that are a variety which grow too large for the area, blocking windows and falling across the sidewalks; will replace with a smaller variety. They will also plant the hydrangeas for the modification request by 1349 HH which was approved by email; the co-owner verbally approved planting the same variety used to replace oversized hydrangeas as Plantscaping was not seeing good plants available in requested variety. **Motion by DeSatnick, second by Papet to approve scope of work and quote from Plantscaping for \$4,359. Unanimously approved. Motion by Papet, second by Carillo to amend to approve charges for additional shrub replacements, if needed, up to \$5,000. Unanimously approved.**

Management will email blast residents that they are responsible for watering the new shrubs.

SHRUB TRIMMING American Properties began to trim the privets and spirea and to do the second trim on the yews. They were here a day a couple of weeks ago and did not complete. Edging of mulch beds and around trees has not been done this year; Marti can remove portion of payment if not done. Weeding also needs to be stepped up; not adhering to weeding every two weeks. Per Mark at AP, there are ongoing manpower issues. Marti will address with AP.

BUILDINGS

PEST CONTROL New pest treatment company for the community is PestArrest. Contract with Eradico has been cancelled. Marti will email blast residents with new info. Management will also inform Eradico in writing that they should advise co-owners they no longer have the contract and to turn down any work unless the co-owner takes responsibility for charges.

DRIVEWAY IMPROVEMENTS Completed levelling of driveways in front of the garages for 11 units August 9, **approved unanimously via email, \$4,400.**

FINANCIAL

STATUS OF ACCOUNTS RECEIVABLE

PAST DUE First monthly payment not received from new co-owner, very unusual as usually comes from title company. Management will waive late fee and contact co-owner and suggest they check with the title company. Another new co-owner also late, received first payment from title company but not the next one. Management will contact co-owner.

VIOLATION FINE One co-owner has outstanding fine for deck maintenance violation that has not been corrected and is refusing to pay. Will turn over to attorney for collections next month. Co-owner appears to have moved out and a new resident moved in, but when management called to check on lease agreement, co-owner states not renting. Board member will inquire about situation from current resident living there.

MONTHLY FINANCIAL REPORTS

- April 2017 Financial Report – **Unanimously approved.**
- June 2017 Financial Report – **Unanimously approved.**
- July 2017 Financial Report – **Unanimously approved.**

COACH LIGHT REPLACEMENT Per Papet email July 10, all coach lights have now been delivered and installed by Grimaldi Electric, OK to pay vendors.

COMMUNITY ISSUES

JOA JOA has been signed by both boards and filed by attorney with Oakland County. Schreier will forward copy to rest of Board upon receipt from attorney.

CLUBHOUSE INSURANCE Management will verify Townes has paid their portion of the Clubhouse and pool insurance for this year. Financials show insurance increasing substantially but when the new policy was selected it was the same policy VoN had previously with an annual increase, but not as much as the financials seem to indicate. Will investigate further.

CLUBHOUSE REFRIGERATOR Is making odd noises and appears to possibly have reached end of lifespan, will likely be less expensive to replace than repair. Management will advise Townes.

CLUBHOUSE CLEANING Management will check on whether daily cleaning of the pool restrooms is required and how often the pool needs to be tested. Opinion that the restrooms are being kept very clean. (Result was that daily cleaning was much less cost than originally thought so no need to reduce frequency, and Oakland County requires daily testing.) Management will request PestArrest spray the Clubhouse for insects.

BRIDGE Management has not received approval for repairs from the Townes.

UNRESOLVED BUSINESS

BYLAW UPDATES No news since last meeting.

DRAINPIPE EROSION DeSatnick used rocks and piece of turf to fill in erosion from drain outlet at 1414 AB. Management to get quote to move outlet into front yard to reduce draining over path.

NEW BUSINESS

RECYCLING CONTAINERS Management contacted City of Troy regarding the larger recycling containers they are distributing but that VoN didn't receive. Per City, condo associations are not included automatically since the City isn't sure they are permitted, needed, or wanted but are available to residents who would like one upon request. Management sent email blast to residents with positive responses due back by Sept 5 and then send "yes's" to Troy Public Works. Residents may use either the bin or the larger container but not both for their recyclables.

SLOWING TRAFFIC Marti will check into additional 15 MPH signs for the community. Also check into trying a green plastic figure designed to get drivers' attention to help slow traffic. Will continue to put reminders in next newsletter.

CHURCH NOISE Papet working with Troy Police on setting up a meeting at Woodside regarding the noise issues from services and outside events.

CALENDAR REVIEW

Next VON Board meeting scheduled for Wednesday, October 25 at 6:00 PM.

ADJOURNMENT: 7:50 PM

Meeting minutes respectfully submitted by Susan Schreier