
ST Clair Terraces - Executive Meeting - Jan 6, 2024

Call to Order: 10:00AM

Attendees

Betty Smith - Crystal Crawford, Bryan Lane - Jay Riley
(Shaun Simon - Absent)

Priority Item

1) 492 St Clair Roof and Chimney Repair

- a) Bruttell completed the roof repair - Chimney repair is pending until it is determined if the roof leak was the root cause of the problem - if water continues to seep on the interior wall the chimney repair may be needed

2) Railing Replacement/Repair

- a) Railing repairs/replacements and wood replacement on the facade of the buildings are complete
- b) Additional railing repairs were completed at 474, 518, 520 & 522 St Clair

3) Master Deed and ByLaws

- a) Master Deed and ByLaw revisions were received from the Attorney and approved by the Board
- b) Bryan Lane will coordinate a meeting with the Attorney for co-owners to vote on the final draft

4) Tree Trimming and Replacement

- a) Camelot provided an estimate (\$5,935) for trimming, maintenance and planting replacement trees on St Clair - Bryan Lane and Jay Riley obtained proposal from Davey Tree Service for tree trimming and maintenance (\$2,860) - Estimate for planting replacement trees will be provided closer to implementation date
- b) Tree services will be completed in spring of 2024

5) Basement Water Leaks

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- a) 516 St Clair - Bryan Lane added dirt to pitch water away from the building - Additional steps will be taken if dirt does not remedy the problem
 - b) 488 St Clair - SEM obtained estimate (\$2,600) from Kleiner Construction - Bryan Lane added dirt to pitch water away from the building - Downspout will be moved away from the building if additional dirt does not remedy the problem
 - c) 17111 Maumee - SEM obtained estimate (\$6,800) from Kleiner Construction - Bryan Lane added dirt to pitch water away from the building - It was also recommended to the co-owner to raise the air conditioner by installing a pad to raise the unit - Additional steps will be taken if dirt does not remedy the problem
 - d) 494 St Clair - Pictures were received and Bryan Lane added dirt to pitch water away from the building - Additional steps will be taken if dirt does not remedy the problem
 - e) 17129 Maumee - Bryan Lane will reach out to the co-owner to add dirt to pitch water away from the building

New & Pending Miscellaneous Discussion Items

- Board received and approved the 2024 budget - Bryan Lane will forward to co-owners
- Board approved to reinvest our CD (\$206k) for 12 months with a rate of 5.5%
- Request to revise the snow removal contract to plow at 1 inch instead of 2 inches was completed and approved - Betty Smith will request less calcium chloride be used on sidewalks and porches
- Betty Smith followed-up with SEM regarding multiple checks written to Young's Plumbing - Checks were for additional water spouts placed at 498 & 522 St Clair and 17129 Maumee - Betty Smith will request Young's Plumbing to repair cracked glass blocks at 498 St Clair
- Back drive drains are cleaned every two years - next cleaning will be spring 2024
 - Pat McClary submitted pictures to SEM regarding standing water in the back alley - Betty Smith checked with the City and found our drains are not their issue - The City has no records or maps of our drainage system to determine root cause
- Additional tuckpointing (including garages and French walls) will be completed in spring/summer 2024
- Several co-owners have not provided boiler/furnace inspections by a licensed HVAC vendor by December, 31 2023 - Betty Smith will send

emails to the co-owners - A monetary infraction violation of \$100 per month (up to \$500) will be assessed to co-owners who do not comply

- Further research is needed for roof leak on garages 33 & 34 - Jay Riley will contact M Power to understand effects of patching vs full replacement - Repair is pending until spring 2024
- Jay Riley followed-up with SEM and loose shingles were repaired on the roof at 496 St Clair

Reminder to Co-Owners

- Co-Owner issues/problems should be emailed to **all** board members **along** with pictures

Meeting Adjourned: 11:18AM