**1**

**MINUTES**

SEPT. 17, 2019, 7 p.m. Whiskey 6, St. Clair Terraces Condominium Association

**CALL TO ORDER:** 7:07 p.m.

**CO-OWNERS present:** Robyn Daley, John Daley, Rosie Gerlach, Judy Burton, Linda Birch, Brad Birch, Pat McClary, Bob Felix

**Board present:** Phil Gerlach, Kitty Swickard, Betty Smith, Elaine Madigan, Dale Cox excused and joined later by phone.

**CO-OWNER COMMENTS:**

* Rosie Gerlach. Invites owners to come to courtyard soiree 5 p.m. Sept. 29, BYO everything – drinks, a snack to pass, lawn chair. Large back courtyard.
* Introduction of new owners: Robyn and John Daley (482).
* Kitty Swickard (502) shows contract for external basement wall repair back exterior, Phil Pitters contract, owner pays. Digging to basement floor, repair wall, tuckpointing, plastic, tar, pea gravel, topsoil. *Smith motion to approve. Vote 3-0 yes.*
* Brad Birch: Asks about 522 (Abdella), basement drain backup. Gerlach reports on 1 plumber who found suspected break in drainage between 520 (Greene) and 522. *Project ongoing for more info and bids.*
* Bob Felix: Asks why board settled lein with 472 (Fossee). Gerlach explained that settlement is about $500 short of what he owes, that the vote to approve was 3-1 after rounds of negotiation, that he will send more info to all attending the meeting. (More in president’s report below.)

**MINUTES** of AUG. 20, 2019. Review. *Madigan motion to approve. Vote 3-0.*

**FINANCIAL REPORTS** of AUG. 1-31. Review. *Swickard motion to approve. Vote 3-0 yes.*

**NEW BUSINESS**

**Grunwell-Cashero bid** $19,750 to rebuild small courtyard wall including reattach roof. Former St. Onge bid could not reattach roof and Bruttell declined that job. *Gerlach motion to approve. Vote 3-0 yes.*

**2**

**Camelot bid**, $7,160. Remove dead elm in front of 492. $6,140 including trench and stump grinding. Remove spruce, from large back courtyard, $625 including stump grinding. Prune magnolia south front courtyard, $395. $7,160 total*. Gerlach motion to approve. Vote 3-0 yes.*

(Bids $3,000 on other tree work, in president’s report, to add to 2020 budget.)

**More gutter/wall/roof leaking** at 492 (Ziemski) and 494 (Collins-Figurski). Brutell bid $995 for 492 and $1,500 for 494. Found leaves in gutter, water poured over top. Start cleaning 3 times a year. Brutell will fix fascia board behind gutter, put gutter guard over that section. 492 missing shingles back, fascia board has pulled away, caulking missing. *Swickard motion to approve. Vote 3-0 yes*.

**Damp foundation blocks**. 6 addresses reported, 2 addresses estimated by State Contractors. 512 (Birch) $1,500 including 13’ joint seal on back porch at $250. 518 (Smith-Felix) $1,550 including 12’ joint seal back porch at $250. (Others reported to State Contractors are: 17111, 474, 510, 520.) Gerlach suggests approve contracts on 3 this year, 3 next year. About $5,500 this year, $5,500 next year.

Co-owner discussion, including 3 co-owners who have reported these damp blocks. Concern expressed about cost. Gerlach suggested hiring State Contractors for the $250 joint seal on each. Birch suggested using the joint seal material that Gerlach’s handyman used for $25 in materials.

*Tabled for research about best practices and methods for this type of dampness.*

**Report.** Step/porch at 472 (Fossee). Gerlach has learned the new step is out of code, riser is too tall. Discussion about whose responsibility to fix. *Tabled for more info.*

**Report.** Reminder of annual inspections for furnaces because of insurance requirements. Receipt of this work is due Oct. 31 to Madigan (490). It is advised but proof is not required: Inspect smoke detector each floor. Charge fire extinguishers.

**3**

**PRESIDENT’S REPORT:**

* **Fire lane developments.** Police put a ticket on resident’s car. Gerlach suggested a fire-lane fine of $50, to be enacted now before the revised rules and regulations are complete which will include an updated system of fines. The method of enforcement would be: 1. Warning by email or voice, 2. A letter from the management company with a fine. *Smith motion to approve $50 fine. Vote 3-0 yes.*
* **Report.** Settlement on foreclosure at 472 (Fossee) agreed by board at $7,750.
* **Report:** Floor drain backup at 522. Plumber found crack in drain between 520 (Greene) and 522 (Abdella). Rough estimate by Sabella, $2,500. Sabella getting bids.
* **Report** Info from walkthrough with Camelot Tree Co. (Bids on $7,000 in tree work to schedule this year, $3,000 tree work to schedule for 2020 budget)
* **Report** Info from walkthrough with Brutell Roofing Co.
* **Report** Info from walkthrough by owners to develop a list on repairs by co-owners and by association this fall. List of storm doors to paint, replace, decks to stain. Southeastern Management will send letters to owners to finish work by Oct. 31, fines for late work.
* DTE contact information: 313-270-9240, a DTE rep is available from 8-4 M-F. Leave a message if calling after hours.

**CO-OWNER PROJECTS UPDATES/ Reports**

* Recycle/trash facts sheet. Elaine Madigan, report. Gathering information as it’s a changing landscape of what is accepted.
* Rocks or curb on side driveway. What Gerlach has learned about costs. Discussion.$3,400 curb, we still have issue of adding asphalt , to adjust lawn grading where meets the curb.
* Bylaws committee. Committee has met twice, will report at next meeting.
* Rules and regulations refresh. Betty Smith report. Adding $50 fire-lane fine, prohibiting car washing, guidelines: height of shrubs
* Write standard for porches. Betty Smith report. Betty getting info on rules.

**OLD BUSINESS**

* Brutell $300 study of roof condition and longevity and recommendations. Work scheduled next week.
* Chimney screen, Madigan 490, contracted to Brutell, workers on the property 9/17.
  + Holes in turf south front courtyard. $ approved, volunteer labor will schedule as they want.
  + Deteriorating shed small courtyard. *Tabled for funding.*
* Install weep holes in French Walls. *Tabled for more pressing projects.*
* Original windows, 486, 506 and others. *Tabled for study.*

**ADJOURN.** 8:58 pm

**NEXT MEETINGS**: Oct. 15, Nov. 19, Dec. 17, 7 p.m. Whiskey 6