**MINUTES** AUG. 20, 2019, Whiskey 6. St. Clair Terraces Condominium Association

**CALL TO ORDER:** 7:01 p.m.

**CO-OWNERS** attending:Mickey Rumic-Cox, Rosie Gerlach, Pat McClary, Judy Burton, Brad Birch, Maggie Greene.

**CO-OWNER BOARD** members attending:Phil Gerlach, Kitty Swickard, Elaine Madigan, Betty Smith. Dale Cox, absent, excused.

**CO-OWNER COMMENTS:**

- Mickey Rumic-Cox. Suggested a party “Cocktails in the Courtyard, Soiree on a Sunday”, at 5 p.m. Sept. 29 in the large back courtyard. Residents there said it is a good idea. Bring beverage and food item to share. BYO chair. Co-owners, please call Mickey to help.

- Brad Birch provided “Turf Tips for the Homeowner,” an MSU Extension Service publication. He suggested that Ron Tyjenski receive the publication. He recommended the MSU Extension Service method cutting grass as long as possible. It promotes greater root depth, uses less water, reduces number of weeds. Recommended mowing less frequently, cutting a maximum 1/3 of the blade of grass, keeping the mower blade sharp, changing the blade every month or so.

 Brad Birch reported that in large back courtyard, the dirt is up to basement windows with no way to drain water from building.

**MINUTES** of July 16, 2019. Smith motion to approve. Vote 3-0.

**FINANCIAL REPORTS** of July 1-31. Smith motion to approve. Vote 3-0.

**NEW BUSINESS**

* Contract with Brutell Roofing , $300, to inspect roof and make report on condition, longevity, recommendation. Smith motion to add Duralast roof to the contract, to move ahead if the new cost is not over about $500. Vote 3-0.
* $161 to Allemon’s for dirt, delivery to fill holes in front south courtyard. Volunteer labor. Smith motion to approve. Vote 3-0.
* Chimney screen , 490 (Madigan). Screen grid has holes large enough to admit birds. Swickard motion to contact Tom Sabella to hire somebody to fix it. Vote 3-0.
* Air conditioner plans, 474 (Ervin). Smith motion to approve plans contingent on receipt of satisfactory modification form. Vote 3-0.
* Original windows, 486 (Bommarito), 506 (Pradko), co-owners requested repairs. Swickard motion to get quote and plan the work. Vote 3-0. Gerlach supported notifying co-owners that after these jobs, repairs and repainting of original windows cannot be done because the windows are obsolete and no longer useful.

**CO-OWNER PROJECTS UPDATES / COMMITTEES**

* RECYCLING FACTS SHEET. Elaine Madigan is studying the changing landscape of local recycling and plan to make a preliminary report at next meeting.
* ROCKS OR CURB ON CURVE OF DRIVEWAY. Dale Cox and Bob Felix to bring cost estimates. Item tabled until supporters bring pricing to next meeting.
* BYLAWS COMMITTEE. Gerlach appointed Smith, Swickard and Greene. They agreed on first meeting 9 a.m. Aug. 27. Smith is contacting others to join project.
* RULES AND REGULATIONS REFRESH. Smith and Birch presented a draft of refreshed bylaws. Board will review. Item tabled until it is presented next month.
* STANDARD FOR PORCHES. Smith offered to write a standard based on the porch at 472 (Fossee) with 3 steps.

**OLD BUSINESS UPDATES, GERLACH DISCUSSION**

* 512 (Birch) AC plans were received and approved. AC installed.
* Damp basement blocks. 6 addresses reported, scheduling the work: 17111 (Materna), 474 (Ervin), 510 (McClary), 512 (Birch), 518 (Felix-Smith), 520 (Greene). State Contractors hired. Gerlach said he will let owners know when they are coming.
* Back porch 510 (McClary) and 512 (Birch) update. Water runs on the porch toward building. Birch looked at the product Gerlach is using for a similar problem. Birch said he will ask State contractors their opinion.
* Sprinkler system sensor. Betty Smith report. Smith has not been able to get a callback from contractor. Will work on it more, will email board.
* New downspouts installed. Between 490 (Madigan) and 492 (Ziemski) back, between 500 (Crawford) and 502 (Swickard), back. Split downspout replaced at 500 (Crawford) front. Some crushed downspout extensions repaired in driveway. (McClary reported a gutter on garages overflows with water.)
* Floor drain backup at 522 (Abdella). Contractor opinion/report. Plumber said there could be many reasons. Recommends jetter from cleanout to the place where pipe connects to city sewer. Gerlach suggests snake plus camera as first step before jetter. Smith motion to contract plumber for camera/snake. Vote 3-0.
* Basement corner leak at French wall, 520 (Greene). Contractor opinion/report. Civil engineer walked property to give opinion about water issues. He wasn’t as concerned about it as we have been. He came to the conclusion that where there are issues of water, it’s a gutter or sloping land issue. If we can take care of those, we can take care of the majority of the problems. Suggested drill weep holes, at bottom of bricks, in French wall, all four places where the wall connects to building. Engineer said put dirt in the back under 518 kitchen window, also by 518 (Felix-Smith) dining room window.

**PRESIDENT’S REPORT FOR DISCUSSION:**

* Settlement offer on foreclosure at 472 (Fossee). Negotiations described, not recorded for minutes.
* Bid from St. Onge Masonry Co. on courtyard walls, $28,800. Waiting for bid from Brutell Roofing Co. on reattaching Duralast garage roof after wall repair.
* Trees. Split Norway Maple in front of 500 (Crawford). Magnolia in front of 484 (Gordon). Ornamentals in front of 484 (Gordon) and 482 (Tomlinson). Large tree in center of large back courtyard. Trees touching roof at 514 (Bigwood) and 508 (Middleton). Smith adds large arborvitae behind 504 (Galbo).

Swickard motion to develop a list of problem trees and get bid. Vote 3-0. Smith suggests a different contractor since Camelot damaged turf when they removed the elm and delayed repair. Gerlach said he will ask Tom for another contractor.

* Drainage survey.
* Lawyer report. Discussion. Not recorded for minutes.
* Small expenditures without vote to protect health and safety. Examples, shed door falling on resident, rat, refrigerator falling on mover. Board agreed without a motion that it makes sense to spend for a contractor in an emergency to protect health and safety, without board approval. Regarding the rat, Gerlach said he will ask the city for help with rats here.
* Beautification awards. Gerlach suggested celebrating improvements. Madigan agreed to chair the committee.
* Tuckpointing. Gerlach suggested getting quotes where water is coming in. Smith has contact information for tuck-pointers. No vote.
* Gutters. Gerlach suggested getting quotes from Brutell where water is coming in, to identify where those places are and develop a list. Smith motion to ask owners by email about where gutters are sending water inside. Vote 3-0.
* Fall push to get storm doors painted, screens repaired, front doors painted. How to handle decks that need painting? Gerlach suggested a list to identify doors and storms that need to be painted and screens repaired. He asked what to do about that. Birch said there is a mechanism already, a letter from the management company requiring the repair/painting and a time limit. Board will develop a list together.

Side discussion about 482 porch. Not recorded for minutes.

* Fire lane idea and discussion. Gerlach suggested that we need to coach all of the people in the condo about not parking in the back drive and having a tag on contractor trucks identifying a phone number to call someone to move the vehicle if it is blocking traffic.
* Gerlach suggests files on individual units. Somebody notes that Sabella’s office has this. It would be useful to the board to have a duplicate and maintain it.

**ADJOURN.** Swickard motion to adjourn. Vote 3-0. 9:07 p.m.

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