

**Minutes of the Board of Director's meeting  
for  
Second Jefferson Green Home Owners Association  
June 11, 2018**

**Call to Order**

The meeting of the Board of Directors of Second Jefferson Green Home Owners Association was called to order at 6:30 pm by President Karen Wildenstein. In attendance were Karen Wildenstein, Jana Kosutova, and Cher Melichar as Board Members, and Debbi King representing IPM Residential Property Management.

**Homeowner Forum**

Three homeowners were present. We asked for volunteers to count the ballots for election of Board members and two of them volunteered.

Items of concern from these homeowners –

- Pool closure for the summer and when the work would begin. One homeowner has tenants that expected to be able to use the pool and he is worried that repairs won't be done so it can open next year. It was explained that we were receiving the bids and looking them over for the work that needs completion to bring us up to code and we hope to get the work started soon.
- The same homeowner also asked about the tree over his parking space that had a branch fall on his tenant's car. Whose liability is that? He believes the tree needs to be further trimmed. Debbi told him it had been trimmed. He feels, after talking to an arborist who told him that if the tree is overgrown it needs to be thinned. If we do nothing further, he wants to know who is liable for damage if it happens again. He feels it is the association's liability at that point. Debbi said she will ask our landscapers to take another look at it.
- A complaint has been made about a penthouse unit hanging clothes all over their balcony to dry all weekend. Pictures will be submitted. Renters seem to have no clue what the rules are. Can we have the owners make sure they give information to their renters?
- Another homeowner complained that kids are flying around on the sidewalks when he's walking and they practically run him over.
- There are a couple areas where the sprinklers are not hitting. The area has been reported and we have sent a request to the landscapers to look at that area.
- There are still a lot of bikes on the balconies that haven't moved – they just seem to be stored there. We will put it in the newsletter again. We will send notices of violations for using the balconies for storage so long as we know which units are involved.
- It was noted that during a recent walk through the property, the balcony of unit 48 looked shabby.
- Notices are being sent out to people who are violating the rules.
- One homeowner asked if we could ask the landscapers to trim the suckers from a tree near her unit around her air conditioning unit. The tool she used to use to do it herself has been stolen.
- It was brought to Debbi's attention that in Building #32, the egress to pass through the garages to get to the side door is blocked. A notice will be sent to all four units to get the blockage removed.
- It was also noted that there are still some of the yellow stakes used during snow removal that are still up and that kids are taking them.
- It was revealed that an anonymous complaint was registered against a tenant in the habit of letting her 4 dogs run loose off leash. It was noted that people say they are afraid to take

pictures for fear this tenant will be able to tell by the angle of the photos, just which units are complaining and will retaliate since this person has demonstrated violent behavior in the past.

- It was brought up that there are an awful lot of weeds in the greenbelts. Debbi will be addressing the weed problem with the landscapers.

### **Approval of the May Minutes**

It was noted that the Minutes from both April and May meetings are waiting for approval. They were presented, but corrections are needed in the email business approved during those months.

### **Review of Financials and Statements**

The Landscape maintenance invoice was reviewed.

The Board asked IPM to please create an accrual account for the landscaping contract billing, as it appears there is one month that has not yet been billed. Karen Wildenstein made a motion to have IPM accrue the May landscaping; Jana Kosutova seconded the motion, all were in favor and the motion carried.

There was discussion about the vents in a penthouse unit rattling and leakage in the furnace area. The Board was informed this has been fixed.

The Water & Sewer account mentioned at the last meeting still needs to be adjusted.

Debbi noted that the reserve fund transfer approved at the May Board meeting has not yet been done; but, that Deanie will have the reserve fund transfer reflected in the financials next month.

Karen Wildenstein made a motion that we approve the financials subject to the Water & Sewer account adjustment and transfer of funds for the reserves. Cher Melichar seconded the motion, all were in favor and the motion carried.

### **Old Business**

The Utility Easement fence between our property and the church is being put in next week.

There have been more branches and debris thrown over the fence by the homeowners and/or church. It is hoped that having a chain link fence where they will still have to look at the debris will discourage further dumping over the fence.

We will not be getting a new electrical contract. IPM maintenance is going to pick up maintaining the outdoor lights. We are checking on lights regularly to see if anything needs replacing. For anything other than bulbs, an electrician will be contracted on a per project basis. Karen Wildenstein moved that we start using IPM for regular lighting maintenance to be checked by them on a bi-weekly basis. Cher Melichar seconded the motion. All were in favor and the motion passed.

The lights in the unit where the water damage occurred were replaced. Karen Wildenstein moved that the invoice be split among the 2 two-story and penthouse units for Mile High Maintenance for the lighting in the garage that had to be replaced due to the water damage in the building. Seconded by Cher Melichar. All were in favor and the motion passed.

Building 28 – new lights needed over the garage doors outside as it was noticed the bulb is burned out. IPM will check the lights on a biweekly basis going forward in the complex.

Jana Kosutova asked Debbi to doublecheck to see if the pool fence height for code compliance is 6 feet or 5 feet.

Mailboxes: Jana Kosutova is waiting for the June deals before ordering. Discussion ensued about contacting the post office regarding transitioning to new mailboxes when we get them.

#### **New Business:**

Results of the Board of Directors election are: Karen Wildenstein and Jana Kosutova were elected for another 3-year term and Trish Harris was also elected for a 3-year term. Homeowners Meigan Jarman and John Pocewicz volunteered to count the ballots for the election during the meeting.

#### **Executive Session:**

- Aluminum wiring – Debbi is still working with the two remaining homeowners. She has a crew pulled together to go in before the electricians and get the unit ready for the repairs and scheduled with the electricians to perform the wiring updates. As for the other unit, we will probably have to wait until the unit is sold to get the wiring completed.
- The Court date for hearing of the Declarations to be presented to the court is July 19. We are hoping it will be approved at that time and finalized within the next 30 days or so.
- Delinquent accounts. Cher moved that we accept delinquent reports as presented, Karen Wildenstein seconded – motion passed.
- Karen made a motion that the outstanding \$18 legal fee on two units be paid by the HOA, as the homeowner has been presented with a final bill, but it was sans the \$18 legal fee. Jana Kosutova seconded the motion, all were in favor and the motion carried.
- In reviewing delinquent accounts, it was noted that a unit a delinquency of 6 cents. Karen Wildenstein moved that the 6 cents be forgiven and removed from the delinquency list. Cher Melichar seconded the motion. All were in favor and the motion passed.
- Checks were reviewed and signed.
- The Board reviewed the status of the legal proceedings to serve liens and garnishments.

#### **EMAIL BUSINESS conducted 5/15/18 through 6/10/18**

5/21/18 – Approved the proposed 217 petition for requesting court approval of the new Declarations which will bring us into compliance with state laws.

5/23/18 – Agreement to split the garage door repair at Building #12.

5/24/18 – Approval of deck plans submitted by a homeowner.

5/24/18 – Denied a request for adding paving stones and garden items without submitting plan design. Unit will have to submit the plan design.

5/29/18 – Agreed to moving the parking space parking lot #2 so that the tenant is not parking under the tree. Just waiting for them to specify which space to switch with.

5/31/2018 – Agreed to order new mailboxes to replace the old ones to take advantage of extended sale price.

6/4/2018 – Approval of waiving late fees on a delinquency where a payment plan has been approved and as long as the owner adheres to the plan.

**Adjournment**

There being no further business to discuss. President Karen Wildenstein moved that the June meeting of the 2<sup>nd</sup> Jefferson Green HOA Board of Directors be adjourned at 9:19 pm. Cher Melichar seconded the motion. There being no objections, the meeting was adjourned.

**Next Meeting Date**

The next Board Meeting will be held on Monday July 9, 2018 at the WMFR training building. The meeting will begin at 6:30 pm.

Respectfully submitted,

Cher Melichar, Acting Secretary