

NOPTHA Board Meeting Minutes May

Board members in attendance: Kathy Giesen, Donna Leudesdorf, Diane Welsh, John Moses. Scott Bonnel. Sterling Management was represented by Bonnie Anderson and Patti Lundeen.

Meeting was called to order by President Donna Leudesdorf at 7:01 p.m. Minutes of the previous meeting (April) had already been approved via email. Treasurer's Report: Umpqua Bank money market: \$139,777.63 and savings: \$5,000
Operating Account: \$9,542.00
Total funds: \$154,319.63

Two potential vendors came to make presentations to the Board.

Will Haley is a potential handyman. He has been in business for about 30 years doing general contractor work. He is licensed and bonded and charges \$50.00 per hour. The board has a list of jobs needed to be done. President Leudesdorf will make a list of the jobs and give it to Sterling. They will oversee Mr. Haley's work orders.

Island Fence made a presentation for a new wrought iron fence around the pool. The board asked many questions and clarified the height, style, etc. of a potential new fence.

I. OLD BUSINESS

A. Board discussed the presentation by Island Fence. Diane Welsh moved that we proceed to have Island Fence construct a new 6' wrought iron fence around the pool with spears on top for a cost of \$7,990 and possible

modifications on the gates. Scott Bonnell seconded the motion. It was unanimously approved. Sterling will make contact with Island Fence and ask them about the cost of modifying the current gates versus new gates at the same height and style. Island Fence would be able to start in 2 weeks and could finish the fence by mid June.

- B. Water valve replacement project: Units 13-36, 38-42, 45-56 and 59-61 and 63-74 have all had new water shut off valves installed. #37 and #62 have not yet been completed. Units 1-12 are scheduled for May 21-25. Kathy Giesen expressed appreciation to the residents of Units 38-42, 59-73 for their outstanding cooperation and efforts to accommodate the plumbers. She suggested writing a letter of appreciation to them. **Diane Welsh said she will write the letter.**
- C. Kevin Cohen Plumbing's first invoice of \$6,552 was paid out of the operating account. Money will need to be transferred from the reserve account to pay the next two invoices. Diane Welsh moved that we give approval for Sterling to have permission to transfer funds from Umpqua Bank. Seconded by Kathy Giesen; unanimously approved.
- D. Planting @ #61/62 - The planting is complete and looks wonderful. The resident in #61 has agreed to keep the new plants watered.
- E. John Moses gave us a report on his progress with James P. regarding building a new reader board. John suggested we find another source for building the board. **Diane Welsh said she would check with someone she knows to get a bid.**
- F. Directory updates are being input by Sterling and we will have a new copy next month.
- G. Lights at the front of the complex: Diane Welsh will be meeting Lynn's Electric this week to facilitate the

replacement of lights at the front sign. The following lights will also be repaired: #27, 39, 58, 74. Diane will also ask about the cost for moving the light by the pool to the outside of the new fence.

- H. John Moses is beginning to organize the pool committee volunteers.
- I. Noise Complaint #4: There was another report of excessive noise from #4. Board member Scott Bonnell said he also heard the loud TV from his deck in #11. Sterling asked us to encourage owners to contact them for personal neighbor to neighbor issues. They will handle it directly with the resident or the property management company if there is one involved. We will ask the owner in #5 to contact Sterling each time there is a noise issue.
- J. Satellite Dish Policy: Sterling maintenance is in the process of removing the satellite dishes that are not in use. The holes will be filled in and repainted. Sterling will write a letter to the owner of #66 whose satellite dish is larger than any other one on site and is located on the walkway to the front door. It is unsightly. The letter will ask that the dish be moved to a more inconspicuous location or else removed.
- K. Payment has not yet been received from the owner of the property where the tree was removed under emergency circumstances. Sterling will follow up with a phone call.
- L. Newsletter: President Leudesdorf has written a newsletter for spring. She will mail it to all of us and to Sterling to have pictures added.
- M. Phil's Rooter gave a price for cleaning our downspouts. They suggested 4 times per year. The charge would be \$299 for 2 hours.

N. Highland Tree Service: work is complete as ordered. All looks great and OK to pay invoices.

II. NEW BUSINESS

A. Landscaping needs:

1. prune/remove plants along fence line @ #4 - 5 that are overgrown so fence can be repaired/replaced and painted
2. cut back or down rhodys on sidewalk to front door between #1 and #2 and between #2 and #3.
3. Remove large phontina @ #5
4. Cut back the arborvitae @ #20
5. Cut back arborvitae and rhody inside fence @ #45

Thompson Landscape was requested to do most of this work months ago, and it still has not been completed. The Board requests that Sterling meet with them and go over the list that **Secretary Giesen will send and ask for bids to do this work. The Board asks that Sterling also obtain a bid from Ben with Highland Tree Service.**

B. Fence @ #13 needs to be power washed and painted. Also concern by Board members that part of the fence is on common property rather than on the individual owner's property. **Kathy Giesen and Diane Welsh will look at, assess and make a recommendation.**

C. Board requests Sterling maintenance pressure wash the sidewalk area in front of # 13-14 and around the corner down into the park area behind # 15, 16, 17,18. Include patio of #44.

D. Driveway repair @ #57: **Sterling will get a bid for repair.**

E. Watering on Bond Lane: Kevin Parker in #27 will water center section of Bond Lane plantings. Watering of west

section of Bond Lane: Board requests Sterling maintenance to buy a long enough hose to reach from #13 to the beds. Also provide a reel for easy rolling and unrolling. Board will recruit a volunteer to do the watering.

- F. Fence request @ #14; Board approves as long as the owner or property management company provides a drawing that leaves access into the area and has a fence in keeping with the fence @ #15. (#13 fence is NOT an acceptable model) Board will officially approve once a drawing is submitted. **Sterling will communicate with the property management company.**
- G. Stump removal @ # 18, 74, and 50. Sterling got one bid for \$200 per stump. **Board asks Sterling to call the name Highland Tree Service recommended and get another bid.**
- H. Homeowner request from #47 to prune back rhodys after blooming. Sterling will pass on to Thompson Landscape.
- I. Homeowner request from #57 to prune blue spruce limb damaged in snow storm. Will be added to Thompson list.
- J. Damaged fence @ back of #52: Tree whose trunk was under the fence fell over which then pushed up the fence. Kathy Giesen contacted the owner of the property to let him know what happened. He has cut down the tree and has agreed to repair the fence. Kathy Giesen will stay in contact with the owner of the Bond Lane property and follow up until the fence is repaired.
- K. **Board request Sterling send a second letter to # 33** to clean up cigarette butts and garbage @ front door.
- L. Replanting after valve replacement work: Need to replant where plants were damaged or removed. Special attention is needed at the front of #13 and #14. **Kathy Giesen will**

give a written list to Sterling so they can meet with Thompson's and pass on the information.

M. Discussion whether or not to plant pots this year with colorful annuals at the front entrance and other locations similar to last year. Unanimous agreement from Board to do so.

N. Next meeting is June 11, 2012

O. Adjournment at 8:46

III. Executive Session

Respectfully submitted,

Kathy Giesen Secretary NOPTHA Board of Directors