



**Pittsfield Village Condominium Association
Board of Directors Meeting
Wednesday, January 25, 2023**

Minutes

Board Members Present: Ellen Johnson, John Sprentall, Jessica Lehr, Nick Oliverio, Joy Knoblauch

Committee Chairs Present: None

Kramer-Triad Management Staff Present: Kendra Zunich, David Walke, Tracy Vincent

Community Members Present: Laura DeCiccio, David Brassfield, Linda Ross, Katherine Lacy

1. Co-owner Open Forum – 6:05 p.m.

David Brassfield – re: TruGreen service. David recommends renewing the contract/annual application. Ellen confirmed that the TruGreen contract is under New Business on tonight's agenda. David shared his comments on the subject. Linda Ross submitted a comment about using clover vs grass. The suggestion will be communicated to the landscape committee to look into it., possibly as a pilot project with one lawn area. Linda would be interested in volunteering her back lawn for a pilot. Research & planning would be needed, since clover does not tolerate the herbicides used on our lawns currently. Joy will also check if this is something the Sustainability group might be willing to help do some legwork on.

2. Call to Order

The meeting was called to order at 6:28 p.m.

3. Approve Agenda

- Items to table until April (after the budget is approved):
 - Resale Inspections
 - Community Parking lot
 - Surveillance

Motion to approve agenda as modified by Nick; seconded by John. Motion carries.

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4. Approve Previous Meeting Minutes of December 2022

Corrections:

- Resident in open forum attended to discuss solar panels. Revision added to the minutes.
- Rain garden clarification made by Jessica.
- Joy reported she didn't both make and second the motion under "approval of purchase". Correction will be made.
- RE: 9.c. - Use of Sand in snow removal. Kendra provided comments from Barry Margolis—
"Sand only gives traction over ice or snow. It doesn't melt ice or snow, like salt does. Also, sand needs to be cleaned up, swept off pavement at some point because it doesn't melt down like salt. We (Margolis) do not have a facility to store salt in the winter. We have a salt storage facility that stores up to 1000 tons under a covered roof. If sand is stored outside, it gets wet and freezes. You can't run frozen chunks through a spreader. We tried to spread sand in the past, but never had any luck."
- Jessica will send a track-changes version of the corrected minutes to the board for review/approval. Jessica moved to approve the minutes with the corrections sent to the Board. Seconded by Nick. Motion carries.

5. Committee Reports

- a. Landscape Committee; Brian Rice, Chair
 - Minutes submitted from landscape committee, reviewed FY 23/24 budget and provided recommendations for landscape line items. Committee reconvenes for season in March.
- b. Modification and Maintenance Committee; Lisa Lemble, Chair
 - Did not meet in December due to no requests.

6. Ratify Votes Made via Email

The following decision voted on by email needed to be ratified:

- Insurance- Umbrella Policy Renewal- exp 5-1-2023- \$1,454.00

Motion to ratify the vote was made by Jessica and seconded by John. Motion carries.

7. Kramer-Triad Report

- a. Manager's Report

Kendra reviewed sales, work orders, violations, and the status of current major projects and contracts. Key items:

 - 23 sales in 2022
 - John asked about Freddie Mac/Fannie Mae. Since McDowell provided subsequent explanation letter to accompany their initial engineer study conducted in August 2022, there hasn't been an issue with Fannie/Freddie lending. Will keep BOD posted if that changes.

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- b. Financial Report
 - \$24K in delinquencies
 - No bill backs for December
 - Check for \$16,020.00 received from the City: reimbursement for water line service upgrade.
- c. Major Projects
 - Roofing project moving along. All contract roofs replaced, working on gable ends + gutters.

8. Continuing Business

- a. Governing documents – Amendment Process
 - i. Wish list – no changes
 - ii. Ad-hoc committee – BOD is looking for members and intends to put something in the February newsletter. Ad hoc committee outline will be uploaded to website when article is published in newsletter. Possible recruit suggestions can be sent to Ellen and Kendra.
- b. Rain gardens – Jessica is connecting with county during the last week of January to set up a walk through. More to come.
- c. Foundation stabilization – HomeSpec has been provided recommendations from McDowell and is coming out to reinspect 2325 Fernwood on January 31.
- d. TruGreen Proposal
 - Can a pilot program be started to try other options i.e.: clover? Investigate ideas about clover or other ground cover; include benefits and risks for each option. Ask Landscape Committee to follow up. Joy will also check with Sustainability group.
 - Motion to accept current \$3,611.72 proposal for 2023 from TruGreen was made by John and seconded by Nick. Jessica and Joy both abstained. Motion carries.
- e. Budget Discussion
 - Kendra will provide an initial FY 23-24 budget working documents to the Board. Will update as new financials, projections, contracts are available.
 - February budget meeting: February 8 @ 6pm
 - March budget meeting: March 1 @ 6pm

9. New Business

- a. Soil Boring report discussion
 - Report seemed to confirm McDowell's initial assessment, what we were told before
 - Recommendations were also similar for borings 1-4. Interesting that there were different findings for boring 5 – and additional recommendations
 - Drainage systems proposals seem extensive; need details on process

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- Other questions arise:
 - What does this study mean for us; how does it benefit us?
 - How to prioritize area in the Village: focus on areas where these tests were done? Area around boring #5?
 - Other criteria?
 - Can we meet with McDowell to discuss the results and their recommendations, in person or virtually? Would be helpful to confirm assumptions, provide additional context and answer questions
 - Kendra will contact McDowell to pose our questions and see about setting up a meeting.
 - The City of Ann Arbor is also conducting soil boring; shall we share our findings with the City? Ask them for theirs? Kendra will follow up.
- b. Mastercraft Proposal
- 4% increase over last year
 - Moving to a 6-year painting cycle; some buildings still on the 5- year cycle
 - Motion to approve the building painting contract for \$119,232.00 was made by John and seconded by Nick. Motion carries.
 - Motion to approve the gable end contract for \$5,600.00 was made by Jessica and seconded by John seconding. Motion carries.

10. Adjourn to Executive Session

Time: 7:40 p.m.

Next Board Meeting: Wednesday, February 15, 2023.

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