

## Property Committee Meeting Notes

Tuesday, December 8, 2015

**Present:** Nancy Southard, Chair; Ellen Elliott, Board Liaison; David Atkins, Mike Reynolds, Norman Hargreaves, Charlene Rose, Paul Sallas, John Beam, Thor Kongvold, Dot Silvernail, and Jim Wilkison.

**A. Minutes** - motion made, seconded and carried to approve minutes of November 10, 2015 meeting.

### **B. Old Business-**

1. Sealing of road cracks - Jim Wilkison reported that he had contacted three paving companies, only one company responded. The company Palmetto Paving submitted a contract bid for repair and patching of 288 square feet at a cost of \$10.00 a square foot. The committee discussed the item. A motion was made to recommend to the Board approval of this contract bid, motion was approved. Recommend the Board approve contract in amount not to exceed \$3,000.00.

### **C. Phase/Infrastructure Reports**

1. Phase 1&2 - No problems
2. Phase 3 - No report
3. Phase 4 - No report
4. Phase 5 - No problems
5. Phase 6 - No problems
6. Phase 7 - No report
7. Phase 8 - No problems
8. Cabana/Pool - Cabana is fine, issue of pool related topic discussed under new business.
9. Clubhouse - No problems. The material for revitalizing the Clubhouse floors has been purchased the cost was \$232.35. Nancy Southard has given the floor cleaning information to our cleaner contractor. The cleaner, if interested in doing the job, will give Nancy a cost estimate. The committee discussed the length of time the clubhouse would need to be closed for the cleaning. The committee members agreed five (5) days is the best option.
10. Garden Club - Garden Club held a special holiday event which was well attended. John Drohan, a Myrtle Trace resident, demonstrated how and assisted participants in making a boxwood centerpiece. Approximately twenty-five people attended and eighteen made a centerpiece.
11. Gates - The entrance gate arm came off; Leo Reger repaired it.

12. Lakes - Mike Reynolds reported the pump on Lake Wren has been repaired and the lakes are fine. The fish have been ordered and will be delivered in the spring.
13. Roads/Signs - No report.
14. Trees - Two dead pine trees need to be cut down and removed from Common Ground located behind 116 Cedar Ridge Lane. Nancy Southard obtained three bids, the lowest being \$325.00 from AMC Tree and Firewood.

#### **D. New Business**

1. Possible Pool Electrical Issue - Paul Sallas reported that the pump motor, which circulates the pool water, may need to be rebuilt or replaced. He discovered this when he went to set the pump timer to winter setting of twelve (12) hours on and twelve (12) hours off. He contacted Ken's Pool service who has removed the pump to determine the exact problem. Paul will follow-up with problem, options and estimated costs.
2. Budget 2016 - Nancy Southard reviewed with the committee items that had been proposed from Property Committee for 2016 and the status of each. Committee discussed the proposed Clubhouse storage addition and how best to proceed with examining additional options for needed storage space to address safety issues.
3. Committee member holiday time away - Several members gave timeframes for when they would be out of town during the holidays.
4. Other - A sub-committee was formed to investigate and explore additional storage space options. The subcommittee members are Thor Kongvold; John Beam; Paul Sallas; Charlene Rose; Nancy Southard; and Ellen Elliott as Board Liaison. The committee's first meeting will be Tuesday, January 5, 2016 at 9:30 A.M.

**E. Adjournment** - Motion made, seconded and carried to adjourn at 10:45 A.M

Notes taken by

Nancy Southard