

Southwind HOA

Board Meeting Notes

March 1, 2014

Joe Palko called the meeting to order at 8:07 on Saturday, March 1, 2014 at the Southwind Rec Center. In attendance were board members Joe Palko, and Jane Clark. John Chamberlain attended by phone. Maintenance Supervisor Ed Maholtz and Association managers Rinaldo Acri, Carol Sosko and Maggie were present.

Minutes Approval

Minutes from the February meeting were approved.

Common Area Deed

The transfer of the common area ownership in Southwind via the Common Area Deed is still on hold until later this year.

Phase IV

John reported that all of the phase IV units should be completed by May 1st. Four of the units have been sold, 2 remain unsold. Closing on some of the units will occur in mid-March.

Landscape Report

The landscape architect is working on his recommendations for plant replacement in Southwind. An email was sent by Acri to Chris Sherbine at Seven Springs requesting review of plantings proposed for phase IV to prevent the current problems of inappropriate plants or plants too close to the buildings. No response has been received from Seven Springs.

Gate Replacement

The replacement of the upper gate is proceeding. Allegheny Fence needs measurements to provide a final quote.

Asphalt Repair

Expert Paving has provided a quote per sq ft for replacing deteriorated driveways. Before sealing Phase I driveways this year, all driveways will be inspected to determine which ones need replacement or repair. The owner will then be notified of the cost but the association will arrange the repair or replacement. When the asphalt work is being done, a trench for a conduit will be cut under the upper gate and the asphalt repaired to allow for better operation of the gate.

Snow Removal

There have been some issues with the driveway snow blowing on Southwind Circle. The vendor has been asked to not blow the snow onto the buildings or the sidewalks. It was decided to continue the test on the driveways through the end of the snow season. The cost is about \$6/driveway/incident. If the snow is too high in the yards it was decided to blow the snow into the street and remove it as is currently being done with the back dragging.

Ice Maker Replacement

A new ice maker has been purchased and is installed in the Rec Center.

Maintenance Supervisor Job Description

The position of Maintenance Supervisor at Southwind has not previously had a job description. Rinaldo has provided a description used at other communities. This description will be review by Ed and the board so that a valid job description can be maintained for our Maintenance Supervisor position.

Additionally, Ed noted that his currently phone provided by Seven Springs has too many unrelated messages to be effective. Ed will provide his own phone and Southwind will reimburse him \$55 per month for the phone.

Work Orders

Currently work orders are completed at a cost of \$35 for the first hour. The board voted to increase this fee to \$50 for the first hour. Also, providing entry for vendors or subcontractors into individual units, which is currently done without charge, will also be billed at \$50 per incident.

Pool Grill

A natural gas grill will be purchased for the pool area and installed next to the Rec Center in the pool area. Hopefully the grill will be installed by May 1st in time for the summer pool season.

Budget Review

A review of the current budget confirmed over spending this winter on snow removal. The amount of snow and the frequency of the snow fall has caused snow removal expense to exceed the budget. This will be addressed at the end of the fiscal year when other budget items are final and the amount of excess spending overall can be determined. It has been suggested that in future winters, any excess amount budgeted for snow removal and not spent be placed in a special reserve that may be used in snowy winters to offset higher costs.

With no further business the meeting was adjourned.