

PUBLIC Minutes -- FINAL
East Bluff Board Meeting
Tuesday, June 22, 2021
Chaired by: President Nancy Michalski

Present: Tina, Nancy, Liam, Kris

Absent: Peggy, Jeff

Homeowners: Anthony Reeves, #516

Meeting started: 6pm

1. Approval of last month's minutes (2 minutes)
2. Homeowner concerns (time based on number of homeowners who attend and their concerns)
 - a. A homeowner had concern over a Dwarf apple tree which is growing up behind the gas meter in the private yard. The homeowner notes that this is a compact cherry tree that has apple branches grafted onto it, which was planted 11 years ago. It is not on the gas lines per a call to Diggers hotline. Dwarf tree is five feet from the walls of the condo. Lines should be deep in soil. Root system is max 7-11 inches and only 24 inches out, so it shouldn't affect the foundation of the house or sidewalk, and also shared a picture of where the tree is. The homeowner asked for a request of variance on pre-existing use. Kris & Jesse noted that the tree must be kept away from the building to make sure maintenance staff won't need to trim it. If the rest of the yard is well-kept, the board agrees that the dwarf tree can be grandfathered in. They also suggest root and stump killer on the tree stump behind the gas meter, which must be applied immediately. Weekly application should be adequate. Jesse suggests that you follow the directions on the back of the bottle, especially for any sort of poison like this. Kris has an example of the product that could be shared.
 - b. 410 Fence repairs after water main break – Making progress in the space, and the homeowner has said thanks. Progress will continue.
 - c. Liam asked about a tree and rope at ~310 with hangers/caution tape. This will be 422; 533 will be taken care of later when the contractor has time.
3. Maintenance report by Kris Krueger (15 minutes)
 - a. Staff is still working on repairing the grounds due to the water main breaks. They have finished the center field work and the bank between 411-412. The courtyard is still in progress.
 - b. 433 – Alphonso currently working on the un-calked window on 2nd floor in master bedroom space.
 - c. After staff have finished the grounds repair work and replacement of the fences from 409 through 411, they will start on the fences in the 500 lot.
 - d. Siding. Thus far we have replaced the siding at 445, 405, 222, 344 and 410. Units 404 and 433 are tentatively planned next.

- e. The price of the Smart Side siding has increased and is now \$21.90 more per 8' panel. We are not able to obtain 10" panels due to shortage of resins. The manufacturer is only producing 8' panels at this time. – Kris still says that there will always be waste and currently wasting 3 feet. Kris suggests doing as much as we can if possible. We have only a small inventory now. T1-11's have not had for a while. Smart siding is used on fences and siding both. Since it is used correctly and will be under warranty. Aesthetically this is the same material – the only difference is the type of resin and primer used to keep it together. – Will continue on and hope that the cost goes down and that the sizes will be available.

4. New Items

- a. Comptime vs overtime
 - i. See current policy established 2015
 - ii. See this link for the law related to overtime
 - 1. [ps://wislawjournal.com/2008/04/28/comp-time-off-may-run-afoul-of-the-law/](https://wislawjournal.com/2008/04/28/comp-time-off-may-run-afoul-of-the-law/)
 - iii. Modifications needed to meet legal requirements
 - iv. Suggestion: Define workweek as Saturday – Friday to better allow flexibility. Other suggestions to incentivize late night/weekends. Anything over 40 would be overtime. Suggestion to budget for maximum (?) snowfall and hope it doesn't get that bad. Jesse: Having the option of overtime and time off would be enough. Both incentivize staff to get things done, Nancy will draft and have the lawyer look at it and pose questions. Or have a lawyer look at questions and answer them. Nancy will have a draft by next Monday. Due by board members July 5th. (Jesse: snow removal is about 80% of the time, with usually about 10 hrs/week of overtime of all maintenance staff.)
- b. Lawsuit(s) due to injuries- status from Kris: HO #(?) – Expecting to get a legal document saying we are being sued. Insurance company has asked for it to be sent to him. Woman slipped between two of the cars when it was icy. Kris sent pictures of the status between cars and the issue of neighbors not moving their cars. Kris is not worried about the outcome; we are covered.
- c. Fencing materials – due to price increase and inability to get the sizes needed, should we look at delay or other siding options? – No, let's keep the same.
- d. Position description updates – reflect transition of duties from Kris to Jesse. Along with multi-level descriptions for groundskeeper, lead etc. To justify differing wages. – Nancy suggests position descriptions for Kris, Jesse, groundskeepers, etc. Nancy will draft them up.
- e. Maintenance on-call rotation – discuss the suggestions about rotating the assigned phone among staff. These will be discussed at next meeting
- f. Welcome packet and guidelines/summary of rules. See copies of the document sent via email. Updated versions will be sent out and will be discussed at the next meeting.

- g. Coffee with a cop is restarting:
<https://www.cityofmadison.com/police/north/blotter.cfm?Id=23897>
 - h. No newsletter this month. Next month will be June/July
5. Treasurer's report (10 minutes)
- a. Review of current budget status
 - b. Unpaid fees and checkbook balance

Unpaid Homeowner's Fees	\$1 - \$500	\$500 - \$999	\$1,000 +	TOTALS
As of 06/22/2021	2948	3722	8881	15551
June 2020	3679	4596	9680	17955
Checkbook balance	56,937			

6. Old Business (15 minutes)
- a. Gate standard status (2 options)—Will review at next meeting when Jeff is present.
 - b. Rules committee updates/rules review.
 - i. No rule updates to review this month
 - ii. Section 3000 concerning yard and structural modification will be priority for the next meeting.
 - 1. – Will focus on Section 3000 after documents are sent out.
 - c. Status of hiring part-time mower and part-time bookkeeper
 - i. Rhonda Wiedenbeck #520 has agreed to be the backup/emergency bookkeeper. – Used to be Secretary on Board and was temp bookkeeper before 2014 including ACH, payroll etc, and trained Kris.
 - ii. Due to the high cost of contracting to deal with siding issues, we will not be hiring a part-time mower. Money will be reallocated to keeping Alfonso to do more of the siding stuff. Kris will be looking at getting contractors for painting etc. Those to be painted will be the focus of siding.
 - d. Violation tracking software – Have a brochure on some products but no costs have been found.
 - e. Status of large item pickup resolution – Notices have been going out to homeowners and so far it has been working very well. Not sure about the current pickup time schedule yet as the system is still in flux. Kris has gotten a lot of questions about it. Homeowners have to go on the website and get a date scheduled. See notice that Kris sent out before and will add notice on the website.

	VERBAL WARNING	WRITTEN WARNING	TOWS
200's	1	0	0
300's	0	4	1
400's	0	1	0
500's	1	0	0

7. Items for next meeting
8. Adjourn open session: **7:33 pm**
9. Structural mod and guidelines summary
10. Gate proposal
11. 3000 rules review
12. Closed session if needed