

Cowpet Bay West Condominium Association  
Board Meeting, May 10, 2022 at 7PM

In attendance: Bill Hanson, Alan Gordon, Michael Harrell, Judy Kromenhoek, Jennifer Planeta, Larissa Staszkiw, Tanji Williams and Matt Wiley.

Larissa suggested redacting items from the minutes for legal discussions etc.

Meeting Minutes for April meeting approved.

#### ISSUES AND UPDATES FROM THE LAST MEETING:

There was an earthquake a few days ago that was close enough for many to feel.

Structural repairs: Update from Matt

Matt - Richie is working on structural issues under the buildings. We have 2 new columns that need to be formed. Completion of the project will be done by June 15th. Everything under the building is good so far. We have not seen new additional cracks. Original structures are still in place, new columns are reinforcing the old columns. Everything is formed.

Windward needs to be done with parts that need to be dug out. We pour columns all at once, concrete takes a truck load which is expensive so it makes sense to do it all at once. Limited availability of trucks as well.

Termites inspection: We had OCEAN come in and gave us a quote of 60,000 for subterranean barriers on property. It was done years ago. Matt does not see trails under the buildings. They eat wood. Trails on the structure's entrances get sprayed regularly. Matt suggests purchasing the product and doing it in house in problematic areas. Landscapers would dig and install in problematic areas. There are two different types of termites, some in Windward and Leeward in trees, which are not problems for our buildings. OCEAN can continue to spray visible trails. If we continue to see trails around structures we will do it in house, with subterranean traps where we see the issue.

Audit status: Bill H and Tanji have been working with Larry Kemp and reported to Theo Brody. The issues that they have are concerned about are relatively insignificant. They are depreciation and reserve fund issues.

Larry responded to Brody's comments today. Brody sent a note that we are nearing completion and should get closure soon.

Guest registrations: Some owners do it regularly and Tanji logs it in and gives it to security. There are lots of owners who do not do it at all.

An electronic form with a link for guest registration may be helpful. The system in place does not adequately fix problems as the number of guests in units/occupancy. One goal of guest registration is so security knows who to contact if there is a problem on the property.

Sherri Levin's motion to notify owners about lawsuits. We will vote on it. Basically what the issue is and who has filed the lawsuit and the progress of the lawsuit.

## Update on employee on medical leave

Tracking/Accountability of work - Matt exploring maintenance around the property. If an owner requests jobs that need to be completed, we enter it and prioritize it. Good to track what is being worked on and what has been completed. We can work on it in the next few weeks. Can report to the board with that data.

## RO plant and WWTP

WWTP We passed the EPA test. However we are marginal as continually passing. We have capacity issues. Over this month, 2 sewage lines broke, one was reported by the Security Guard and the area was tapped off. That line is the primary line, the secondary line is not functional. We need to figure out how to get that up and running. It needs to be fenced off, so people can not walk on it. We have talked about stairs. This month we will need to know how to cover the sewage lines and cannot put landscape there. We need to make a concrete structure to walk around the problematic area.

Run an additional line to the one that is currently there. It is not a cheap fix and we need a preventative line at a higher elevation.

We know about work on stairs and the piping area. Matt spoke with Richie to pour concrete stairs near Yacht Club. We need to create a temporary path to the yacht club for a short period of time.

Waiting for approval from DPNR and expansion for gray water tanks. Waiting for permits. Working on surveys so we can get permits. Mark Hodge drafting letter for tax records.

As built interiors are not necessary. We have hurricane Marilyn's built interiors records to use.

Roofs coated. There were a few seams lost and adhesions were fixed and recoated. Solar carib finalizing wire. Inverted are being tested. He will put up a set of test panels, once green light. We will be back on the project.

High priority issues  
New RO PLANT

Fixing the roofs that need fixing and resealed. Front of Leeward.

Expansion tank, clarification tank 145K. We do not know bc DPNR recommends a bigger tank than what we planned.

EPA checks periodically. Always marginal though. 9 cisterns full now and producing water like we are supposed to.

CZM did not exist when COWPET was built. Projects we want to do now all require a CZM permit.

Estimate from JPK to correct spalling on Seaside balconies. Matt is working on 3 of them currently and chiseling out L29. It is a costly project and there are a lot more that will come up. We can handle it in house. Matt and Mike H have been looking at it. JPK gave a quote which was very costly. Udo came and inspected the work being done. It is being done properly. We will be able to do 2 porches a month and move forward with our team.

Accordion shutters have more problems than the ones that go down. There are several that need to be done right away. Some that owners have not mentioned yet.

Railings. We spend lots of money repairing old wooden railings. We could purchase and have a new type of railings in stock, when something is wrong we can put them up as needed. They won't all look uniform but we will do them eventually. There was a \$15,000 wooden railing rebuild that we did recently.

Melinda Scott found information on railings as well. Spalling needs to be done before railing are put in. Spalling needs to be replaced before railings put in. Gaps in spalling and concrete. Some of the wood is rotting.