

Cowpet Bay West Condo Association
Board Meeting, October 21, 2020 at 1700 (AST)/1700 (EST)

Call to order at 5PM

In attendance: N. Overmyer, Bill Friend, Christopher Crowe, Ehren Henderson, Jennifer Planeta, Bill Leitch, and Holly Weston (CBW Manager).

Meeting Minutes: Motion to approve the minutes by Chris seconded by Bill. Minutes approved by all.

Manager's Report:

WWTP Plant: DPNR PERMIT is being written up now. No water interruption will be needed while the work is being done. Amy Dempsey (Bio Impact Inc.) is working on the TPDS permitting process. She will help on Friday. It needs to be renewed by the end of April. This is needed to run everything on the property. It is an overall permit for everything on the property and needs to be done yearly.

Switchgear: Nick was on the text messages between Holly and Frank. It has been a frustrating process. We need to get the tech person on the phone to get the switchgear installed and working. He has the software to install it. The gate will work after the software is installed. We need to talk to the manufacturer if he (Frank) does not get it done soon. The software is on the island and we need the tech on the phone to work on it. Do we know who the manufacturer is? We should think twice before we give him any more work. Meter panels still need to be replaced. He is the main person for our switchgear. Do we have a written contract with him? He scrapped material that had salvage value, but we couldn't find someone to buy the breakers. Let's work on finding out who is the manufacturer so we can reach out to them. We need a current disc with the software on it so if we use ALEXIS from PR in the event we need to bring him over to work on it in the future. The warranty is under him. We can get ALEXIS here from PR faster than we can get Frank here.

Solar panels on the roof on some Leeward 1-30 have been reinstalled: Clips are being put on. They started working on it today and it will be finished by next week. Frank will install the electrical part. Holly has more recommendations and will talk to Dale about it.

Streetside railings: They are falling apart. Guys started this week to get a repair list on the railings. We need to rebuild some of the staircases because they are falling apart. We need to get an engineer or architect involved to see what should be done. New railing systems will

be needed and so will another assessment. The guys will begin work on Leeward 1 - 26 tomorrow and Friday. Janel will work on the painting. We won't sand all the way down, some railing are in rough shape and will be sanded down. We need to upgrade railings because some of them are rotten. Three platforms needed to be done. Some have immediate danger. Some seaside railings have been replaced this week. They are attached by bolts. Some street side units have been redone. We may need to get 66% of owners to change the railings. We need to look at other options. We will need to have a vote of some sort. We need structural engineers and see what lasts and what doesn't last because of the environment. Such as composite wood? The Westin used it and it was not good. We need to look at other options for future repairs.

The painting of the railings will begin on Monday in addition to the parking spots.

Tweek all the foliage. One of garderners is not performing up to standards and Holly has spoken to him and has wanted to see a two week turnaround in his work and to make sure he stays on track.

TREASURER'S REPORT:

Increase in dues is showing in our bank statements.

Banco Working:	\$ 10,880.60
Banco Special	\$235,413.07
First Bank	\$ 3,393.02
Merchant Bank	\$36,385.93

Committee Reports:

Insurance Committee: The insurance company is offering to mediate which would involve the same person we have used in the past. They are moving forward to settle in one month.

Old Business:

Emotional Support Dog Letter. Nick will forward the letter to Kyle and will forward it to Mark Hodge. We want to make sure we do everything fairly and equally.

Motion to approve the letter to be given to all owners with dogs.

New Business:

Annual Meeting Via ZOOM Good idea to do meeting responsibly via ZOOM We will decide by December to have a meeting in person or via ZOOM. ZOOM can have up to 100 participants at a meeting,

Sapphire is using a system to vote digitally. Nick will get the info from Sapphire to vote digitally. People can send votes in via mail If not meeting in person there cannot be a vote by proxy.

ELECTIONS: We need people to have information to become new BOARD MEMBERS. Nick can't be a member. Holly will have the # of openings for new board members soon.

Meet and Greet Will we have it??? Depending on the pandemic. We do not want to propagate the spread of the pandemic.

L 26 Certificate of Insurance. Villas is named. We never required it. We need to require insurance with us named on work being done on the property. He does not have enough insurance. He has no workers compensation insurance. He is a general contractor. If he has a worker on the job and the worker gets hurt. We need to have him add us to his insurance. We need to have minimum coverage so it is straightforward. Look at other contractor's we have on property and see what their limits are. Ask the owner for an updated insurance certificate with at least \$500,000 liability and if he doesn't have any employees. All workers need workmen's compensation. If he is subcontracting they need additional Umbrella insurance to cover subcontractors. We need to change in the future and have information upfront with the contractors and know if they are using subcontractors that they are all insured.

Going forward with new renovations packages we will make sure there is adequate insurance.

We need safety equipment for wastewater plants. Safety rope and life jackets just to have them on hand. If we ever have an accident and someone falls in it could be disastrous. Are the employees ever by themselves? No. Get a pole from Home Depot and get a loop. Tanks are deep.

End Meeting at 5:46 PM

EXECUTIVE SESSION:

Insurance. The insurance company wants to do mediation. They recommend using Hank Smock as a mediator. Nick has worked with him before on a previous legal issue and thinks that Hank Smock is good. The mediation will be conducted over ZOOM. Roland Rivera in Miami, Matthew Cocklin does not work with the underwriters and will not impact the decisions. He communicated to Russell and is waiting for confirmation. We will get at least \$419.00. Everyone will come up with an agreement. This should happen toward the end of NOVEMBER. We should think of an amount to agree upon. \$1,700,000. There is \$700,000 in the bond beams caused by Maria because of wind direction difference. We never saw a formal report how bolts came out of the walls. A starting point should be \$350,000. We will start at full amount and we will hopefully meet Russell Roland. Nick will be there. Each side will give their case with ZOOM. We asked for more than \$1,700,000. We will ask for 1,700,000. They site with the insured on St. Thomas. The legal system sites with the insured. We are waiting on a date. If there is no agreement, it will go to arbitration. How much do we need to make ourselves whole? 1,400,000. We will need all of it.

Loans: \$950. We do not have much wiggle room. We do not want to go to arbitration. Arbitration is not fast. If we come to an agreement they have 30 days to pay.

Don't accept anything less than \$1,000,000. We need to think about the amount we will accept. Between 900,000 and 1,000,000. We have to take into consideration how much it would cost to defend it. They would take 33%. Once it goes past mediation it would cost us in fees.

Letter from L-15 (Refusing to pay assessment);

The total of \$800,000 is correct, however we have spent 5 ½ million on hurricane related repairs, so all the money is used. She is the 2nd person to ask about the assessment. Should we have another letter? Judy said the board should disclose the cost of the storms. Holly has done it in the past. Every owner has had a line by line spreadsheet of what was spent. It does not include all the inside repairs, all expenses.

WAPA: Now they are doing meter readings. Holly divides the amount out for the particular buildings. Last few bills WAPA has gone up and down. They can see the particular billing cycle. New meters are in so we can see the WAPA amount usage. We always go into the second tier at a different rate. 1st block used, and the 2nd block goes up.

Holly will send us Sept and Oct bills. WAPA bills. Once Nick sees the bills he will talk with #15. L 15 has not received the basic e-mail yet.

Holly sends us a breakdown down what the \$250,000 is going to. Bid for the water plant. We are expecting to pay 130,000. Permitting could be 13K. We are buying all the materials. This is a result of the renters sewage system unable to handle it. Units were not rented out years ago and this is costing all the owners. Statesiders have no concept of how water is used. Before 70% were owners, 30 % are renters, now there is a burden on our infrastructure. Everyone has to pay for it. Lift station had rags in it from renters.

There will be a basic email from Holly and attach to it the hurricane sheet and we can take it from there. L15 owners want justification for the bill and assessment. She questions the need for $\frac{2}{3}$ vote for the cost of 100,000 going to one project or a single contract. There are many projects to pay for in the assessment. We need a reserve fund so we would have funds for capital improvements.

Draft an email, WAPA bills, hurricane expenditures and breakdown of how the assessment will be used. Review Nick's email to Judy regarding the numbers.

The two units that are in arrears #51 and #52 are both closing in November. We have a lien on both of them. We will be getting the money from them in the next month.

Mark Hodge is working on a letter to WAPA because there was no spreadsheet from WAPA about the discrepancies and how the numbers and readings compare. They need to come up with more information. There was no explanation from WAPA what was owed to us. It should have been close to \$250,000 not \$ 80,000.

We are up to date with WAPA. They say we owe 240,000. WAPA comes up with random numbers.

Nick will let us know the date of mediation. It will be virtual.

Next months meeting: November 16, 2020

Meeting ended: 6:32 PM