

Cowpet Bay Condominium Association

July 26, 2022 7pm

Board Closed meeting

In attendance: Kevin Gregory, Michael Harrell, Chris Johnson, Judith Kromenhoek, Sherri Levin, Jennifer Planeta, Larissa Staszkiw, Matt Willey and Tanji Williams.

Property Update - Matt

RO Plant repair update - It is currently running well. Replaced some parts and it is not leaking. We are making water faster than we are using it. There is 7 feet of water in the bottom cisterns. 3 cisterns are full. By the end of the week we should be full. System is in place and we are maintaining the current system. Produces 10 - 12 gallons per minute.

The parts for the rebuild have not been ordered yet because there is a pump and motor that is more efficient. We are waiting to figure out how to proceed. It is functioning well right now. We might want to change the pump and motor. Getting more quotes for rebuilding it vs a complete system change. Wait to find out all options. The parts to rebuild would cost 14,000 plus labor costs.

It would take 6 - 8 months to get a new machine if we ordered it today and then we would need to build a room to store it.

We have seals in stock and can get other parts in a pinch. We rebuilt part of it.

Still working on the grant and getting a quote to submit to DPNR for the all encompassing project. \$188,000

We would not be able to keep the current RO plant if a new one was purchased.

1 or 2 Liaisons from the board should be working with Bill Bacon on the grant proposal. Mike Harrell will be here in 2 weeks and work with Bill Bacon. We need to get a set of plans/designs. RO could have its own generator built into it. The generator may be included in the grant. This has nothing to do with wastewater. No money for wastewater, just potable water.

Owner wants to make sure we have the right size of the back up generator.

We are getting a larger generator than CBE. The size is adequate. Frank's Electric is stirring us in the right direction. Believes can function on a 20K W. We are going to go with a 40KW. Frank thinks it is more than adequate for our complex.

Solar Panels: We are going forward with the installation of panels. All agreed.

Discuss BoD justification for new trash service and fee:

Increase fees for trash, how we came up with that number. We encounter \$25 fees, twice a day. We were forced to make a decision because we were about to be fined due to an owner complaint to DPNR. We were forced to make a decision quickly. Trash is emptied daily. We have to tip twice a day, \$1,300 a year. Owners need to be aware the Government forced us to do it. We do not have a location for dumpsters. Best deal we could put together at short notice. Clement is the only employee allowed to drive the dump truck off the property.

We have a new employee, let him know how things will be moving forward. Let him know we have an employee handbook. Robert, the new employee, does electrical work under the buildings, installs fans to cool buildings and puts in lights in addition to other jobs.

Mutuba's truck. We have the parts to repair it and a person has been hired to repair it. It will be running in the next few weeks. It will stay on property.

Discussed employee on medical leave

Some of us should meet with all the employees to let them know how roles are structured. Maintenance employees should report to Matt. Everyone will report to Matt.

Tanji had employees sign a sheet that says vacation days do not carry over.

We have HOME DEPOT points since 2004. We never claimed points from it, so the association suffered from lack of management. It has to be a user that is charging.

Currently we have 4 Home Depot cards. Would like to set up a work order system, so we can see what we are spending for particular jobs and units. We do not want to lose tier level. We can use up to the last 90 days back but nothing prior.

Adverse possession & survey update: Matt put in a call to the surveyor. He will not receive payments until he calls Matt back. Communication has not been forthcoming. Matt will call him daily. We have paid him some money.

