

Tamarack Trails Community Services Association
MAINTENANCE, SAFETY AND SECURITY COMMITTEE
MEETING MINUTES (Reviewed, Amended & Approved 2/14/23)
Dec. 13, 2022, 4:00 PM
Tamarack Clubhouse

MC Members Present

Jayne Meyer, Sharon Genthe (Chair), Jim Waeffler, Charlie Elson, David Reed, Chris Harper, Janet Hirsch (Interim HOA Manager)

Member Not Present

Eileen Kramer

Also Present

Angie Swann — Landscape Supervisor

- I. Call to order 4:00 PM by Sharon.
- II. Review minutes of November 2022 Meeting
Two corrections, page 3, item “B” regarding egress windows; substitute “document” for “instrument”, and add last word of sentence “owner”.
It was moved, and seconded that the minutes be approved as amended.
PASSED
- III. Community Correspondence
Janet reported that a resident had questions about the change regarding sewer and water mains. Sharon said she had additional information for that resident. Chris reported that she had received complaints about snow removal from neighbors, and her first hand observations of bad snow plowing in the area of Tree Lane. Should steep driveways receive plowing priority? Janet reported that Tamarack staff member Nick reviewed snow plowing problems and Janet sent email to Kevin at Maple Leaf. Angie reported communicating with Maple Leaf. Sharon questioned need for 3 AM plowing. Angie also reported that she had to call Maple Leaf to get them to start when 4” snow accumulated. Angie observed that the snow (heavy and wet) was difficult, especially for training new staff.
- IV. Manager’s Report — Janet Hirsch, Interim Manager
Janet submitted a written report that is attached.
 - A. Landscape Supervisor Report
Angie reported regarding staffing that she has had a couple interviews with possible staff, some phone calls not being returned. Regarding fall clean up, gutters are all done. Concrete bumpers coming, delivery scheduled for Thursday. Will have some short-term (student) help for snow removal and winter pruning.

Decks work will be starting soon. Angie has ordered boards

- B. Maintenance Supervisor Report and status of projects
No Building Maintenance Supervisor. Angie reported earlier on building maintenance activities
- C. Report on Relevant Board Action — Janet Hirsch
Included in Manager’s Report which is attached

VI. OLD BUSINESS

- A. Chimney Update — Sharon
Approximately 80 owners have signed up for group chimney inspections/cleanings. Jayne reported that work will be done in January over two to three weeks. There will need to be coordination so that residents can be home when inside access is required.

Chimney cap replacement
Fox Chimney Service LLC proposal is a “not to exceed” amount for replacement of chimney/chase caps on 8 to 10 homes with highest priority need for repair or replacement.

DAVID MOVED, CHRIS SECONDED THAT MAINTENANCE COMMITTEE RECOMMEND TO BOARD OF DIRECTORS THAT FOX CHIMNEY SERVICE NOT TO EXCEED ESTIMATE IN THE AMOUNT OF \$16,500 BE ACCEPTED. PASSED.

- B. Water/sewer main policy language change —
A public comment and information meeting was held. Some information about private insurance to cover water and sewer lines from the mains to individual units was provided by a resident who had worked in insurance in the past. Residents who attended in person and remotely (via Zoom) had the opportunity to ask questions and voice opposition. There was no opposition to the change voiced at the meeting.

CHARLIE MOVED, CHRIS SECONDED THAT THE MAINTENANCE COMMITTEE RECOMMEND TO BOARD OF DIRECTORS THAT TAMARACK POLICY 14 ON WATER AND SEWER MAINS BE CHANGED FROM:

14. Plumbing - The Association is responsible for the water mains and sewer lines located in the Common Areas. The Owner is responsible for all piping, valves, and fixtures serving the individual Living Unit and not located in the Common Area.

APPROVED ***** APPROVED ***** APPROVED

TO:

14. Plumbing - The Association is responsible for the water mains and sewer main lines. The Owner is responsible for all water and sewer piping, valves, and fixtures serving the individual Living Unit.

PASSED.

C. Swale update

Angie reported that two weeks prior a crew did some replacement of 13 - 15 shrubs. One week week prior some soil that had been washed away was replaced. Some fall cleanup was done and rocks that had piled up at end of swale were moved. DJ Frank has not replaced some perennials. DJ Frank said some perennials lost to rabbits; Angie does not agree. This will require further discussion. Angie stated she could purchase plants from her regular supplier of shrubs and plants. Still need to do some work where fall pool drainage discharges to swale. Still working with DJ Frank on this.

Janet reported that BOD has already approved the DJ Frank proposal for swale maintenance in 2023, but holding acceptance pending resolution of issues with DJ Frank.

VII. NEW BUSINESS

A. Discussion and approval of Julie McLaren to Maintenance Committee
Julie McLaren, 7328 Cedar Creek has volunteered to serve on Maintenance Committee and submitted information about her qualifications and interest.

DAVID RECOMMENDED THAT JULIE MCLAREN BE APPOINTED TO THE MAINTENANCE COMMITTEE. CHARLIE SECONDED. ALL MC MEMBERS PRESENT AGREED. PASSED.

B. Landscape and drainage projects for 2023
Drainage projects and vendor proposals

JIM MOVED, DAVID SECONDED THAT THE MAINTENANCE COMMITTEE RECOMMEND TO THE BOD THAT THE FOLLOWING PROPOSALS BE ACCEPTED:

WORK AT 48 OC, BY DJ FRANK	\$6,698.00
WORK AT 7324 CC BY BRUCE CO	8,740.85
TOTAL	\$15,438.85

PASSED

Rockwall Projects and vendor proposals

APPROVED ***** APPROVED ***** APPROVED

CHARLIE MOVED, CHRIS SECONDED THAT THE MAINTENANCE COMMITTEE RECOMMEND TO THE BOD THAT THE FOLLOWING PROPOSALS BE ACCEPTED:

WORK AT 71 OC BY BRUCE	\$7,832.18
WORK AT 52 OC BY BRUCE	5,530.07
WORK AT 7410-7412 CC BY DJ FRANK	34,506.00
WORK AT 106 PINE RIDGE	11,060.18
TOTAL	\$58,928.43

PASSED

- C. Victors' 2023 painting proposal.
No Action. Looking for other bids.
- D. Drain check and cleaning added to our regular maintenance schedule
(Information only, no action)
- E. Fire hydrant at 51 OC
Two bids were reviewed. Angie tried to get bids from 4 or 5 companies, only two responded.
CHRIS MOVED, DAVID SECONDED THAT THE MAINTENANCE COMMITTEE RECOMMEND TO THE BOD THAT THE **PERTZBORN PROPOSAL IN THE AMOUNT OF \$8,832**, DATED JULY 5, 2022, BE ACCEPTED.
PASSED
David pointed out that it is important that the fire hydrant work be done before the anticipated asphalt work.
- F. Ice Dam Policy — V-502 Ice Dams
Deferred
- G. Greener Tamarack update — Jim
NGT in discussions with neighbors about 2023 No Mow May to identify owners who would like to participate. In January the group will select sites. Will have a plan to present to MC by Feb 2023. New member recruited, Stacy Campbell, 31 Red Maple. Seeking additional members.
- H. February Discussion — Sharon
Sharon would like MC members to present ideas about projects for MC.

VII. ADJOURNMENT

Moved and seconded that the meeting be adjourned. PASSED

NEXT MC MEETING TUESDAY, FEBRUARY 14, 2022.

Submitted by Eileen Kramer based on recording and notes by Jim.

Manager's Report to MC/ December 13, 2022

From Janet Hirsch

Staffing

As everywhere, lack of a full staff affects all of the work that we are doing. We continue to review the staffing plan and look for workers. Students who helped in summer 2022 will be doing snow shoveling and some landscape work for a limited time over their winter break.

Snow

We received the first big snowstorm on Friday, December 9, 2022. There were some issues that we will need to resolve with Maple Leaf. There were a lot of cars parked outside of garages which impacted the ability of Maple Leaf and our staff to accomplish their work.

Angie has trained Nick and Dave on the snow removal equipment. We are still looking for additional snow shovelers.

Varmits

The woodpeckers have been busy on some of the wood trim. The Azek will slow them down. The mice must be frisky this fall. We have received a large number of calls from residents about mice coming into their homes.

Landscape

With the heavy snow that occurred on December 9th, it is unlikely that Maple Leaf will be able to do another round of Fall Clean-up.

Contracts

The 2023 contract for mulch installation was approved by the board and has been signed and submitted to David J Frank.

The David J Frank proposal for 2023 swale maintenance was approved by the board. There are several issues, primarily around communications, which need to be worked through before this contract is signed.

Chimneys

Chimney & Fireplace Works started work on the two clubhouse chimney repairs on Tuesday, December 6, 2022.

Pool

Badger Pools was here to replace the pool pump on Monday and Tuesday, November 28 & 29, 2022.

Holiday Closures

The office will be closed on Friday, December 23 and Monday, December 26, 2022 for the Christmas holiday. In addition, Monday, January 2, 2023, will be the New Year's holiday for staff.

**The staff wishes everyone a happy and healthy
holiday celebration with family and friends!**