

**WILLOW GROVE OF DUBLIN**  
**BOARD MEETING MINUTES**  
**AUGUST 24, 2021**

**Call to Order:** Meeting started at 6:38 p.m. Present were Maxine Bame, Chris Conrad, Susan Montgomery, Michele Croce and Janet Kaplan.

**Approval of Minutes from Board Meeting Minutes:** No outstanding minutes in need of approval.

**Manager's Report:** Balance sheet for financials as of July 31, 2021 were reviewed. Total equity is at \$476,057.67. The Association had to replace a second fire hydrant in the community which amounted to an unexpected cost of \$6,562.00.

Patterson Merkle (PM) filed a lien on August 16, 2021, on a property on South that continues to be behind on HOA fees. Another resident in arrears continues to make payments on back HOA fees; said resident had issues with chimney (which has since been repaired) but sent a video of water leaking in fireplace. Another resident in arrears who has been under a lien has a preliminary court case coming up on September 2, 2021; delinquencies in this case include late fees and legal fees. This resident should have previously received a letter from PM to complete work on back patio. PM is to check on letter being sent and to follow up with resident to complete work. The Board requested that PM e-mail members on regular updates with regard to legal matters, fines, and notices sent to residents.

PM sent a letter to owners dated August 23, 2021, attaching the Association's summer newsletter. Initially, PM mistakenly reposted the spring newsletter and wanted to ensure the residents received the current newsletter, which was also posted on the website. In PM's letter they indicated that community projects that are to begin include stucco painting (this was on chimneys repaired last year as the stucco had to cure prior to painting), concrete replacement where needed, and landscape improvements. PM also reminded owners, in the letter, of architectural regulations in the community.

**Officer's Reports:** None.

**Guardian Water:** The Board asked why owners cannot pay individually to the City of Columbus for their water bills. PM explained that sub-metering needs completed in our community; Guardian is responsible for these readings. Residents should compare their outside and inside meters to ensure readings are correct.

**Pool:** Janet explained her frustration with the worker servicing the community pool. She explained that this individual parks outside her condo and sits in his vehicle for an extended time before getting out to perform work on the pool. She also let Maxine know that on August 23, 2021, she let him know that the skimmers were not working on the pool and asked him to check them. He indicated he would check them. The pool skimmers have not been working well all summer. Maxine said she did not know this worker from the pool company was sitting in his car so much. Maxine asked that she be e-mailed when we are aware of poor performance by the pool company. (Note: As a follow up, Janet videoed pool worker on September 10, 2021, just

spacing back and forth with pool net and not using it to clean the pool. Later, he finally began to use the net. PM was also made aware of the pool worker sitting in his car an extended period of time on September 16, 2021; when he finally got out of his car, he was only at the pool approximately 10 minutes to perform daily servicing.)

Potential leak in pool will be checked after pool closing on September 19, 2021. (Note: After meeting, PM informed Board that leak detection company will not be able to assess whether any leaks exist until third week of October.)

**Water at End Units on Emerald Parkway:** Landscape company had placed pink flags where sprinkler system was watering ground that they were mowing and tearing up in order to ensure these areas were not taken care of with larger mower. Also, Kasim will check on water puddling near one of these units which does have a sump pump.

**Hedge Landscaping:** Eight (8) more mows are due to be completed by Hedge this season. Susan has worked with Hedge continuously and monitored performance. The Board agrees that performance was better in the beginning of the season. They continue to mow and edge, but owe us some mowing that was not completed. They did a good job on shrub trimming, but have not weeded weekly as promised. Although they cleaned out ivy behind pool house and under shrubs in that area, they neglected to remove some ivy and poison ivy under those shrubs. Janet found more poison ivy inside pool area with roses when pulling weeds and removing dead pieces from plants; Hedge had not worked on this all season. Some roses needed replaced in this area. Board members replaced these roses and finished weeding, addressing other plants in area, and adding mulch. Hedge has had trouble maintaining sufficient staffing, but the Board explained to Maxine that the Board is entitled to a reduction in this year's costs, or should not be charged for some services next year to make up for non-compliance with contract. Maxine will discuss issues with Hedge.

Additionally, Susan expressed concerns over brown areas in grass and whether it could potentially be army worms or grubs. Maxine will check with True Green.

**Alum & Arbor:** Trees in need of treatment to prevent disease were much better this year, and the Board discussed including this treatment in next year's budget as it's more expensive to replace mature trees than it is to treat them.

**Concrete:** Masonry guy to perform needed concrete work has been dealing with family issues. He has a brother-in-law that has performed this work for 15 years but the Association doesn't want to utilize him as work was not completed well at another facility PM manages. Maxine indicated that it is difficult to find someone to complete the work and will continue to maintain contact with masonry guy to try to ensure Willow Grove is his next job. The Board agreed that Maxine needed to obtain quotes from other masonry companies as we've waited too long for work to begin.

**Haas Painting:** Haas was delayed coming out to paint stucco on chimneys worked on last year due to staffing shortages and weather but is scheduled to be out on September 6, and 13, 2021 to prep and paint. Additional chimneys worked on this year cannot be painted until next year to allow for curing of the stucco.

**Roofs:** Roof replacement in the entire community needs completed soon. The Board wanted to obtain quotes to better determine cost as material pricing keeps increasing. Quotes obtained will allow the Board to determine when best to begin the work. Maxine has scheduled meetings with Muth Roofing, Feazel Roofing and Able Roofing. She also tried to obtain a quote from D & R Exteriors, but they had not returned her call. Susan asked that Maxine also contact Newman Roofing for a quote. Discussion occurred about gutters in the community as well and whether or not to replace. All agreed to wait to see what companies say about gutters.

The Board agreed that the gutters needed cleaned to flush out debris from shingles, etc. as they were last cleaned two years ago.

Maxine will have roofing quotes ready for budget meeting.

**Tree Removal:** The Board voted to approve Eddie's Tree Service to remove dead trees in community. Eddie's Tree Service is scheduled to be in the neighborhood on August 30, 2021. Maxine was to confirm when they would be here as they had some sick crew members. Board wants work completed before September 7, 2021, as Oakland Nursery is scheduled to plant some shrubs/trees to replace some that were removed. The Board also approved purchase of shrubs/trees and work to be completed by Oakland Nursery.

**Decks on South:** Some of the decks on South are in need of repair. Maxine indicated pricing was pretty good, that she was trying to get a date when work was to begin, and would let owners know.

**Fenced Patio on South:** A resident fenced in patio with black wrought iron looking fence that was not attached to stucco. Board members agreed it was a nice improvement and that others can do the same if desired.

**Streets:** Board members were in agreement that, although streets in community were in need of repair to include milling before resurfacing, that roofs were more important to complete first.

**Unit Garage:** Shingles and caulking were added to a unit owner's garage that had been experiencing some leaks. Seems to have taken care of issue. This owner had a pipe burst inside the unit which caused other water damage in the garage; the owner is aware that this is his responsibility to repair.

**Repair of Ground by New Hydrant on East:** The Board agreed that they could obtain soil and seed to grade and reseed area after installation of new hydrant to save the community money. (Note: Board members completed this task as well as grading and seeding another area between two units and ensuring ground was cleaned of debris and prepped for Oakland Nursery to deliver and plant new shrubs/trees.)

**North Behind Condo Units:** Different information has been shared regarding area behind North condos and what is Association's responsibility vs. City of Dublin. Additionally, Michele indicated that Dublin is to plant some trees on North and get rid of weeds that currently look a mess on Emerald Parkway. Michele will continue to work with Dublin on this matter.

**Structural Concerns:** Maxine will perform a walk around to check for any structural issues in the community as concerns were raised about a sliding door on one unit, moulding on another, and the continuing torn up patio issue on another. Maxine said she will ensure that a letter is sent to the owner who needs to complete patio work.

**Bees Nest:** Janet informed Maxine that a large bees nest is underground on the side of her condo unit. The hole the bees made is large and has exposed roots of tree/shrubs. Maxine will have Kasim take care of.

**Budget Meeting:** The Board agreed to meet on September 21, 2021.

**Adjournment:** The meeting adjourned at 8:23 p.m.