

**NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION
Board Meeting January 19, 2019**

10:00 AM, Office of Yaquina Bay Property Management, Inc and Via Conference Call

Directors Present:

Karen Eibner Rafael Miranda Scott Nielsen, via phone Al Gilhuly, via phone Roger Leo

Others Present:

Lee Hardy, Yaquina Bay Property Management, Inc.

Call to Order/Establishment of a Quorum:

Rafael called the meeting to order at 10:00 AM. All directors were present or on the phone, constituting a quorum.

Minutes of Oct. 27, 2018 Board Meeting:

A motion was made, seconded and passed without opposition to approve the minutes of the October 27, 2018 board meeting as delivered.

Financial Report:

Lee reported that the operating account balance as of 12/31/18 totaled \$7,662.08, and the reserve account totaled \$83,645.27. In 2018 \$2,910.00 was spent out of reserves for FEMA flood insurance. That has not been paid back yet out of the operating account. Rafael made a motion to reimburse the reserve account gradually at \$290.00 per month for 10 months. The motion was seconded and passed without opposition.

Scott asked if the current dues level was sufficient. Lee said it should be. The operation portion was increased to \$145.00 per unit per month in August. In 2018 the average operating costs per unit totaled \$140.00.

Old Business:

Deck Sealing: The proposal to seal the decks on the 96, 85 and 86 buildings was approved in October last year. Further deck sealing will proceed every year until all buildings are dealt with. The contractor will schedule the 96, 86 and 85 decks for this year when weather permits. The cost will be \$10,350.00.

Replace 85 Building Roof and Skylights: The board considered the latest bid to replace the 85 building roof and skylights. This second bid was for \$30,800.00 and is \$3,000.00 less than the last bid which omitted the skylights. A motion was made, seconded and passed without opposition to approve this second bid which was presented by Cato Roofing.

Other Old Business:

Gaps in Hedge by 96H: Al said he talked to Ground FX about several gaps in the hedge that separates North Shore from the park. There are 4 gaps in about 15 linear feet. Landscape debris has been tossed out through those gaps for several years. Lee will ask Ground FX for a proposal to plant those gaps and relay the information to the board. If the proposal comes in less than \$1,000.00, the board may elect to make a decision via email.

Moisture Inspection of Buildings to Detect Plumbing Leaks: Roger noted that the board should keep the idea of moisture inspections in mind until all buildings have been checked. Lee will check with Disaster Master and see what it would take to check the 86 and 85 buildings and the parts of the 66 and 76 buildings that have not been re-plumbed. The preference would be to do a number of units all at once to save trip charges, and then access to the units has to be arranged. Lee will contact Disaster Master. A motion to accomplish this was made, seconded and passed without opposition.

New Business:

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Stormwater Catch Basin Replacement: A proposal was obtained to replace the catch basins, of which there are 6, due to the severe corrosion of the metal basins which has led to infiltration of water under the asphalt which is causing the road base to subside and the asphalt to crack. If all were replaced at once, the cost would be \$4,000.00 each for a total of \$24,000.00. If they were replaced one at a time, the cost would be \$5,000.00 each for a total of \$30,000.00. In either case the asphalt and its base around the basins would be repaired. Discussion covered the different rationales for doing them all at once versus one at a time over a longer period of time. Some felt that collapse of the basins was imminent for two or three of them. Others promoted the idea that they would last until the entire driveway could be redone with new asphalt, allowing all of that work to be done at one time. A third option offered was to do the worst ones now and wait a few years to do the others. Lee noted that, as time goes on, the water infiltration under the asphalt will only get worse and spread, leading to higher costs in the future. Concerns about depleting the reserves were expressed considering the deck sealing and roof replacement on 85 that will be done this year. Lee pointed out that the current balance of reserves was \$83,645.00 and the HOA will collect approximately \$61,440.00 in reserves this year. Doing the roof, deck sealing and all of the catch basins this year would cost \$65,150.00, leaving a reserve balance at the end of the year of about \$80,000.00. Karen made a motion to have all catch basins replaced for \$24,000.00 this year. The motion was seconded and passed with 4 directors in favor and 1 opposed.

Rodent Control Under 76 Building: There has been rodent intrusion in the crawlspace under 76D as evidenced by rodent feces and a powerful urine smell in that crawlspace. Greentuitive Construction submitted a report that indicates rodent access to that crawlspace is through a drain pipe penetration in the foundation wall. He said this could be screened. The only other visible openings in the foundation are at the east and west ends of the buildings, though there may be some under the low rear decks. Rodents can also burrow under the foundations to access the crawlspaces. Board members recommended adding more bait stations around the perimeter of the building. A motion was made, seconded and passed to authorize Greentuitive to add the screening to the drain pipe penetration and to request more perimeter bait stations.

Other New Business:

Roger reported that the escrow on the sale of his unit is scheduled to close Feb. 28, 2019. The buyer is a local realtor, but he did not know if she planned to reside there. He will be leaving the board at that time, and this leaves a position open that the remaining directors can appoint a new director to. Lee suggested that, if the board wishes to appoint an interim director to serve until the annual meeting in June, that the board ask for letters of interest from persons who might wish to serve on the board. These can be reviewed objectively. If the board does not wish to appoint an interim director, they can wait until the annual meeting when directors are elected for full terms. Rafael thanked Roger for his service on and contributions to the board.

Next Board Meeting:

The next board meeting is scheduled for 10:00 AM, June 1, 2019. It will be held at the office of Yaquina Bay Property Management and via conference call.

2019 Annual Meeting:

The annual meeting was scheduled for 10:00 AM, June 22, 2019. It will be held at the Newport Recreation Center.

Adjournment:

A motion was made, seconded and passed to adjourn this meeting at 11:06 AM.

Lee Hardy
January 19, 2019