

**NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION**  
**Board Meeting 1:30 PM December 11, 2021**  
**Via Conference Call**

**Directors Present:**

Joan McCabe    Al Gilhuly    Karen Eibner    Gillian Pack    Rafael Miranda

**Others Present:**

Ed Hallahan

Lee Hardy, Yaquina Bay Property Management, Inc.

**Call to Order/Establishment of a Quorum:**

Rafael called the meeting to order at 1:36 PM. All directors were present, constituting a quorum.

**Minutes of Oct. 21, 2021 Board Meeting:**

A motion was made, seconded and passed to approve the minutes of the Oct. 21, 2021 board meeting as written.

**Financial Report:**

Lee reported that, as of Nov. 30, 2021, the operating account totaled \$26,958.60 and the reserve account totaled \$34,509.50. The recent reserve expense for 76C totaled \$8,500.00 to remediate rodent contamination, remove insulation and vapor barrier, repair vent screens and install new insulation and vapor barrier. Inspections were performed for the other six units in the 76 building, and all crawlspaces were found to be rodent contaminated with damaged vent screens. Based on the cost associated with 76C, the estimated projected cost to restore all of the crawlspaces could total about \$51,000.00. Approximately \$5,000.00 in reserves is accrued each month by the HOA.

**Old Business:**

**Crawlspace Rodent Contamination:** Rafael reported that the CDC considers rodent contamination such as was found under 76C a health hazard which must be abated. He noted that there is not enough in reserves to do all units to the extent 76C was done right now. The options are to postpone the work until the funds are available since the HOA cannot totally deplete the reserves down to zero or to do part of the restoration work now and the rest later. He felt that the HOA should always retain at least \$10,000.00 in the reserve fund for emergencies and insurance deductible. Other maintenance issues appear to be well in hand for big ticket items, although asphalt work still needs to be done. To accrue the funds needed to restore the 76 building crawlspaces and retain \$10,000.00 in reserves would take until April or May. He asked if owners would want to pay for their own crawlspace restoration and be reimbursed later, or does the HOA want to wait until funds are available to do the entire project. Karen asked if the vent screens can be done first and the rest later.

Rafael asked whether installing new insulation was a good idea. He suggested the remediation, vent screen repair and moisture barrier should be done but maybe not the insulation. A question was asked regarding the impact of lack of insulation on interior unit temperature and whether dehumidifiers might be an alternative. Rafael noted that the dehumidifiers would need an electrical circuit which is not present now. Lee reported that Disaster Master quoted her a price of \$75.00 per vent screen which might add up to about \$500.00 per unit. She said she was told by a pest control operator that crawlspace insulation near the water might encourage rodent infestation and therefore may not be a good idea. The question is whether building code requires crawlspace insulation. Members present discussed options in the work sequence going forward. Doing remediation, vent screen repair and vapor barrier replacement

would total a little over \$32,000.00 to do all 6 remaining units in the 76 building. Insulation could be done later if required to meet code. This will be investigated.

Al made a motion to approve a \$33,000.00 spending limit to remediate the 6 crawlspaces, repair the vent screens and replace the vapor barrier and do this work as soon as possible while retaining \$10,000.00 in the reserves. Then insulation can be done later if required. The motion was seconded and passed. Lee will make the arrangements for this.

**Asphalt Treatment:** No bid has yet been received on the asphalt treatment needed. In anticipation of having that information later, this issue was tabled until the January board meeting.

**New Business:**

**Fence Repair at 86F:** Lee said that rotten posts necessitate a repair to the fence at 86F. The cost estimate is \$2600.00 which includes removing the fencing from the posts, removing and replacing the posts which are set in concrete and then reinstalling the fencing. The cost is predominantly the labor involved removing the existing rotting posts and their concrete bases and installing new posts in fresh concrete. Lee noted this could be paid for out of operating funds. This issue was tabled until the January meeting which will give directors a chance to look at the location of this particular fence and the impact of repairs on adjacent fencing or gates.

Gillian noted the light between the 66 and 76 buildings was burned out. Al said he would replace the bulb and said that Ron Bowden could do this with other lights if necessary while Al is gone for the next month.

Ed thanked the directors for their efforts and wished all a happy holiday season.

**Next Board Meeting:**

A motion was made, seconded and passed to schedule the next board meeting for 1:30 PM, Saturday, January 22, 2021. It will be held via conference call. **To join the meeting: dial 1-800-261-0546. When prompted, enter 2784153#.**

**Adjournment:**

This meeting adjourned at 2:22 PM.

Lee Hardy  
December 11, 2021