Pheasant Lake Townhome Association
Board Meeting Minutes
Date of Meeting: June 10, 2019
Location: Village of Tinley Park, 16250 Oak Park Avenue, Tinley Park, IL 60477

The Board Meeting was called to order at 7 pm by President Judy Glazewski.

Board members attending: Judy Glazewski, Tom Krippel, Beth Murphy, John Sokol, Len Wiencek. Scott Adler was present from EPI.

Other owners or their proxies in attendance: Sherleen Karchut, Rita Davis, Claudia & Scott Stachacz, Stan Tarr, Rita Davis, Jennifer Stoner

Homeowners Forum:

The compliments mentioned by owners included appreciation for the installation of the fountain on the lake and that it looked nice, that the entrance looks nice, and appreciation for extension of a deadline for a needed exterior repair. The issues raised by owners and discussed with the board included questions about True Green lawn treatment, discussion of a wall crack fix, bush trimming, questions about association requirements if cable company changed, and the status of bush replacements.

Minutes:

Tom motioned and Len seconded approval of the minutes of the May 13, 2019 board meeting that were unanimously approved.

Treasurer Report:

Beth provided the usual updates about the emailed financials & bank recs, Com Ed and Waste Management bills, that the May ACH didn’t process until June 3, 2019, that the June ACH is set up for processing on the 17th. Assessment revenue is correct. A summary of the delinquent and prepaid assessments were provided; Beth corrected the 5/31/19 amounts provided by EPI to reflect the May ACH payments. Beth noted that the reserve balance shown on the 4/30/19 financials includes about $986,000 still remaining from volunteer cost savings associated with sprinkler repairs and accounting services to date. Beth outlined the estimated reserve spending expected for 2019 and also outlined the estimated remaining assessment and expenses for 2019. Beth suggested checking 1-year CD options for some of the expected remaining reserves; Beth motioned and Judy seconded approval for investment of $25,000 in a one-year CD if a favorable rate is available and assuming the CD could be cashed in prior to maturity, if needed (with the expectation of having to pay a penalty from interest earned); the board unanimous agreed with this motion. Beth noted that the correction entries were needed to reflect the reserve funding; since Scott was notified in advance of the meeting, these entries were made and revised financials were provided to Beth at the meeting. Beth noted that she did not receive an Accounts Payable detailed report, but she was able to figure out the items included in the 5/31/19 balance. The Accounts Payable detailed report will be provided again in the future.

Management Report:

The following topics were presented and discussed by the board with Scott Adler from EPI: bids for the remaining gable vent replacements and related siding as planned under the reserve study, address
number replacements, a unit’s garage door repair, a unit’s wall separation, the installation of a wick in a weep hole as the solution for a basement’s leakage, landscaping, shoreline restoration, aquatic weed/algae control, tuckpointing, insurance correspondence sent to owners, rule violations and appeals, drain tile repairs, and items identified in Scott’s inspection report. The board agreed to revise the bid specifications for the gable vent and related siding replacement and send it to the 2 lowest original bidders, in addition to getting information about the address number replacement option preferred by the board. Beth agreed to report on information she obtains on the availability of the preferred address number replacements, as well as purchasing one set of numbers to check their size will be appropriate.

The board reviewed the bids for tuckpointing; Judy motioned and Beth seconded, and the board unanimously approved the bid from Construction Concepts for $4,490.

The board reviewed the bids obtained for drain tile work on Bluebird due to saturated areas of the lawn. Tom motioned and Beth seconded, and the board unanimously approved the bid from Elevations Landscaping for $848.75.

The shoreline was inspected during the prior week, and the restoration is again being delayed until the area dries out. Reports for May from the lake maintenance contractor were provided.

There was a discussion of damage to some viburnum bushes due to beatle infestation. The board agreed that Scott would do an inspection of all bushes with the landscaper to identify the location and quantity of affected bushes, in addition to any other bush issues on the property. Now that bushes have grown back from the winter, any dead bushes will be identified with replacements recommended (not necessarily replacing with the same number of bushes removed). Based on that list, bids will be obtained.

The board discussed resolutions for items on Scott’s inspection report that included open garage doors when not in use, disconnected sump pump line from drain tile, a variety of landscaping issues, and a downspout disconnected from drain tile.

Judy motioned and Tom seconded that the board adjourn to Executive Session at 8:30 pm to handle some appeals and other business. There was unanimous board approval.

The Board reconvened at 8:45 pm after the Executive Session. The board voted unanimously in support of these items: No fines were levied, so no fines needed to be waived for 8931 Pheasant Lake related to an insurance violation. Fines were waived for 8835 Bluebird related to an insurance violation. The board voted unanimously to deny reversal of fines for 8905 Mallard; a letter will be sent to the owner and his insurance agent requesting the owner to have his insurance agent document that his unit has sufficient coverage for replacement cost as required in the Pheasant Lake declaration.

The board reiterated that fines for an existing or future insurance violations will no longer be waived effective July 1, 2019 since all owners have been informed in writing of the details required for proper insurance compliance with the declaration. Compliance including being insured for replacement cost and reflecting Pheasant Lake Townhome Association as an additional insured with this address: Pheasant Lake Townhome Association, C/O EPI Management, SUITE M, 14032 S. Kostner Avenue, Crestwood, IL 60418.

Judy motioned to adjourn the board meeting at 8:55 pm, Tom seconded, and it was unanimously approved by the board.