

# **HIGHLANDS COOPERATIVE ASSOCIATION**

## **Open Minutes**

### **August 15, 2022**

**Board Members Present:** Ellena, Heist, James, Moles, Smith

**Board Member Absent:**

**Management Present:** N. Miller, V. Miller, K. Sinicropi

**Meeting called to order at 6:35 p.m.**

#### **Management Report - Agenda Items**

##### **Open Minutes**

Moles moved to approve the minutes from the July 18, 2022 meeting as written.

Ellena seconded.

Motion Carried 4-0. Abstain - Smith.

##### **Amend Open Minutes of May 16, 2022**

Moles moved to amend the minutes of May 16, 2022 by adding the same verbiage from the Executive minutes of September 20, 2021 to suspend the 30-day notice after 3 months being late in a 12-month period. Ellena seconded.

Motion Carried 4-0. Abstain - Smith.

##### **Membership Sales**

On September 2, 2022, Management is changing the way closings are handled.

Closing will be done after the outgoing Member has moved out and the townhouse is ready for occupancy, rather than in advance of the outgoing Member moving out. The day the closing is done, the incoming Member will receive keys to the townhouse.

##### **Camera Lot 10 - Update**

Two Arlo cameras were purchased from T-Mobile. One will be installed in Lot 10 and the other will be installed by the dumpsters. The cameras were \$249 each with a 24-month contract for service at \$20 per month. The cameras should arrive by August 15th.

### **Exterior Doors/Screen Doors - New major project**

Legacy recently partnered with Lowes Pro Supply (affiliated with Lowes stores) to provide the properties with a cost saving connection for maintenance supplies. They will also provide same day or next day free delivery. This service will reduce trips by our current maintenance staff to Menards for supplies.

Legacy also asked them to look at our door replacement proposal to see if this is something they could do. If yes, they would provide the materials and line up a contractor to do the work.

### **Stoves/Refrigerators - New major project**

Legacy has asked Lowes Pro Supply to look at our Proposal to replace the stoves and refrigerators. Their contractor would remove and dispose of the old appliances and install the new appliances. We would need to purchase new gas lines for all the stoves since they will not connect to existing gas lines.

### **Old Business**

None.

### **New Business**

#### **Trees on Property**

Highlands is going to lose many trees in the next few months due to the Board of Water and Light removing any trees that are 10 feet above and 10 feet below the electric wires. This will be mostly pine trees. Management to check into obtaining free tree vouchers from the arborist that is working with the Board of Water and Light to replace the trees that are being removed.

#### **Green Point Consulting**

Heist moved to approve increasing the annual contract amount for Green Point Consulting by \$623 for 2022 and 2023. This is due to the costs for Workman's Compensation going up drastically. Highlands is 3 years into a 5-year contract and they did not know about these additional costs until now. Ellena seconded.  
Motion Carried 5-0.

## **Member Concerns**

### **Vickie Cole, 6219 Haag**

Vickie asked when the cement walkway to her townhouse will be repaired. It was hit when snow plowing was done last winter. N. Miller to check into this and let Vickie know the status.

Vickie also asked if the logs/branches will be taken away after the Board of Water and Light removes trees on the property. Yes, the Highlands staff will do this.

### **Laurie Day, 6258 Balfour**

Laurie asked how long the resealing will take in her parking lot. She received a notice recently that her lot will be done soon. N. Miller does not know the exact date that this will be started. Depending on the weather and any unforeseen issues, it usually takes a couple days to complete the job.

**Adjourned at 7:00 p.m.**

Respectfully Submitted,

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Mary P. Heist, Secretary, Board of Directors  
Highlands Cooperative Association