

**August 4, 2021 Meeting  
Of The Board Of Directors  
Newberry Station Homeowners Association, Inc.**

**I. CALL TO ORDER 7:12 PM**

Board Attendees: Brandon Farlander  
Mark Sajbel  
Michael Miller

Management: Lisa Horton

**II. MINUTES**

Ms. Miller moved to accept the minutes of the July 14, 2021 Board meeting. Mr. Sajbel seconded the motion. Passed unanimously.

**III. PUBLIC FORUM ACTION ITEMS**

The Board tasked Ms. Horton to arrange for towing of the car with a flat tire in the overflow parking lot at Ainsely Court.

Need replacement stop sign at the top of Ainsley Court; plus two additional stop signs to replace those which have been defaced or otherwise damaged.

Need to remove a hot water heater that had been rolled into the woods.

**IV. MANAGEMENT REPORT**

**A. Curbs & Striping**

Striping will begin August 13, 2021,

**B. Draft Reserve Study**

Mr. Miller presented a 2020 Reserve Study Update (attached); following a review by him and Mr. Sajbel which identified a number of reserve expenses that had been misclassified as operating expenses; they have referred these misclassifications to Ms. Horton for correction. The unknown at this point: the actual cost of repairing the asphalt trails and concrete. The Reserve Study included an estimate of \$11,406 for asphalt trail repairs and \$11,286 for sidewalk repairs to be done in 2023/4. However, the consensus of the Board is that this work needs to be done more immediately, and that the cost of the work is likely to be significantly higher than estimated.

### **C. Budnik Survey Of Drainage, Sidewalks, and Asphalt Trails**

On July 8, 2021, Ms. SuPrise emailed Mr. Budnik, the Association's civil engineer, to request that he survey the property and provide Sentry with proposals to improve drainage and identify needed repairs to sidewalks and asphalt trails. The Board accepted Mr. Budnik's proposal to conduct the survey. The date set for the survey: August 9, 2021. [Subsequent to the Board meeting, members of the Board joined with Mr. Budnik to survey drainage issues in and around the dry pond on August 9; Mr. Budnik and son surveyed the asphalt trails and sidewalks on August 12.]

### **D. Annual Inspections.**

Re-inspections will begin August 6, 2021.

### **E. Benches**

Ms.Horton presented seven different brands of benches; the Board selected "ULTRASITE Recycled Plastic Outdoor Bench, Gray, 72 in Length". Mr. Farlander moved to buy four of the benches at a price of \$1,108.84 each (to be paid out of Reserves). Mr. Miller seconded the motion. Passed unanimously.

### **F. Mail Box Near 8219 Stationhouse Court**

Ms. Horton reported that repairs to the mailbox should be completed in the next several weeks; pending arrangements with the mail carrier to open the back of the box so that it is accessible for the repairs.

## **IV. POOL/CLUBHOUSE**

Given the heat of the attic; the Board deferred its request for the following estimates until the Fall of 2021:

- Move the HVAC unit out of the attic and into the room that includes the water heater.
- Remove the attic insulation and replace it with spray foam to better insulate the building and deter rodents that have infested the attic.

The Board requested further estimates for:

- Removing the secondary water heater under the sink in the meeting room; link the faucets of sinks in the clubhouse to the main water heater.
- Replace/repairing the three filter tanks (from KR Jenkins)
- Replace the rotting drywall and insulation in the pump room.

The Board received an estimate from KR Jenkins for replacing the pool deck at a price of \$97,000 (which compares favorably with the Reserve Study estimate of \$91,017 for work scheduled for 2032). Given the unknown cost of repairing sidewalks and asphalt trails; the Board deferred consideration of this proposal until 2022.

Mr. Farlander reported that the Fire Marshal had inspected the clubhouse and required purchase of several fire extinguishers, exit signs and emergency lights. Mr. Farlander charged the Association credit card \$235.13 for these purchases.

## **V. LANDSCAPING**

Professional Grounds, Inc., had submitted proposal 47621 to cut flush a dead Maple tree behind 6901 Trestle Ct. for \$675 and remove a large lower limb from a giant Oak overhanging the backyard of 8394 Stationhouse Ct. Mr. Miller moved to accept this proposal with the proviso that the address of the Stationhouse Court lot be corrected. Mr. Sajbel seconded the motion. Passed unanimously.

## **VI. CLOSE**

Mr. Sajbel moved to close the meeting; Mr. Miller seconded. Passed unanimously.

## 2020 RESERVE STUDY UPDATES

2021 Expenses	Item	Cost	Reserve Study Year	Reserve Study Estimate
February 2 2021	Riprap around the pool	\$9,585	2021	Called for but not priced
March 3 2021	Replace electrical panels + related plumbing & wading pool assembly moves to comply with FC code requirements for access to panels	\$13,723		No separate breakout for these items
April 7 2021	Redo striping on HC entrance	\$1,240		No separate breakout for these items
May 18 2021	Civil engineering	\$300		
Sept 2 2020	Install granite countertop (billed May 2021)	\$700		No separate breakout for these items
June 2021	Misc credit card	\$667		
July 14 2021	Stripe bays and curbs	\$14,669	2022	\$7,500
<b>Total Actual</b>		\$40,884		
	Asphalt trail repairs	\$11,406	2024	\$11,406
	Sidewalk repairs	\$11,286	2023	\$11,286
<b>Total Estimated</b>		\$22,692		
Reserve Fund Balance				
August 1 2021	Reserve Fund Balance	<b>252,262</b>		
	Less Misapplied Reserve Expenses	\$240,290		
	+ Monthly Reserve Pmts Aug-Dec 2021	\$277,875		