

## **Property Committee Meeting Report Tuesday 12 July 2011**

Meeting convened at 1000A.M. In attendance were Malcolm Macphee, Temporary Chairperson, Board Liaison (David Atkins), Mike Reynolds, David Smyth, Joe Johns, Earl Lee, Dick Sievers, Ron Grove, Jim Wilkison, Leo Reger and Charlene Rose.

No report of 14 June meeting available.

New Member, Mr. Reger was introduced to the committee.

Mr. Ron Grove made a motion that a letter be prepared and sent to Mr. Kershner thanking him for his volunteering as Chairperson of Property Committee and the much needed repairs and maintenance he provided on his own time. Motion was seconded by Mr. Macphee. Ms. Rose will prepare letter.

### **SECTION/INFRASTRUCTURE REPORTS**

**Phases 1 & 2 & Cricket Ct** - No problems.

**Phase 3 & 4** - Earl Lee advised the crew that took down trees on Moss Circle did an incredible job. There were no signs anywhere these trees were even removed, as they cleaned up. We should use again. In 3 hours the company took down 3 huge trees. Mr. Kershner has a list of at least 3 vendors who take down trees.

Nancy Murphy (107 Moss Circle) believes that the stop ahead sign near 108 Myrtle Trace Dr. going west should be removed, since we now own the streets. It was necessary then and still necessary. Mr. Wilkison will check it out and get back with Earl Lee.

At 140 Myrtle Trace Dr. the eucalyptus tree needs removal. Has been approved.

**Phase 5** - No problems.

**Phases 6 and 7** – Mr. Reger will be the Phase Rep for 7. Mike Reynolds says no problems

**Phase 8** - Dick Sievers -- Mr. Wilkison received a call from Ms. Freeman requesting when did we put all the reflectors on the posts. He told her he didn't know exact dates. In future, no one on the committees should be communicating with Ms. Freeman due to the ongoing litigation. Any calls from her should be referred to Mrs. McElroy in writing.

**Clubhouse/Cabana** - Don Boutcher is the electrician, plumber, maintenance, and service person on call for any problems. He is willing to help at no cost to the Association. Ms. Rose has purchased supplies for clubhouse needed for next 6 months which was \$97.16, such as paper toweling, toilet paper, trash bag liners, dishwashing detergent. Several boards around pool area need repairing. Mr. Robert Macker (a Myrtle Trace resident who is a carpenter) is charging \$10.00 a hour and will use the wood currently there.

**Pool** - Mrs. Rose attended the two day course for the Certified Pool Operator class. She took the SC and National Test. Currently waiting to receive information as to whether passed both tests.

Pool was closed 29 June for 1 ½ days as the cyanuric acid was 95 ppm and DHEC requires closing of public pools if it gets to 100 ppm. It had to be drained completely and refilled. Mike Reynolds and Charlene Rose will look into pricing for the new systems. Information will be provided at the next meeting.

Mrs. Rose advises that the boards around the pool, which are treated lumber should be water proofed with water sealant once a year when pool is closed. This will keep the boards from warping, splitting, and rotting so quickly. It has not been done in years.

Charlene Rose is Ken's Pool liaison with any problems which occur. Ken's pool comes 6 days a week to clean and check pool chemicals. Pool is open from 1 May to 30 September each year. Ms. Rose recommends if the cyanuric acid gets high again by end of August, pool should be closed rather than draining again to keep open for September. Christine Weber helps with pool and Don Boutcher helps with Clubhouse.

Lily is the cleaning lady and gets \$300.00 month in winter and \$340.00 in summer (cleaning pool cabana bathrooms). She comes twice a week. Ms. Rose has been trying to get raise for her for couple of years. She does excellent job cleaning clubhouse. Requesting raise be included in next year's budget.

**Lakes** – Transfer pump that puts water in Quail has lost its prime. Was reprimed by Wiley pools. Is now pumping. Pipe was plugged by silk collection. Some pump damage. Pump still under warranty.

Most lakes are low, due to the drought.

**Property Maintenance Contractor** - Mr. Hardee is continuing to do the summer cutting grass and trimming on common areas. Mr. Hardee also rakes out ends of lakes that collect pine cones, debris, grass clippings that run off the grounds.

**Roads and Gates** - Messrs. Wilkison and Reynolds need to see Maps of community to determine where common properties are in relation to resident homes. Need to know where property lines are such as when common property starts and owner property begins. Mr. Seeds has the maps and request was made to get with Mr. Seeds to acquire copies of these maps. Original maps are in safety deposit box. Mr. Atkins will check to see if he can get copies possibly.

**Signs** - Mr. Lee has list of signs (STOP SIGNS) which need replacing. He will monitor the signs. Only 3 signs need replacing. They will be ordered on-line by Mr. Wilkison. There are two different sizes of STOP SIGNS.

**Mail Boxes and Posts** - Replaced \_\_ mailboxes, \_\_ mailbox posts, \_\_ name plates, and replaced \_\_\_ road posts. (This info is provided by Mr. Hardee)

Procedures for residents who want their mail boxes removed. Person calls or writes Phase Rep and then contact Mr. Wilkison if cannot solve problem and he will try to assist. Each Phase rep will try to solve the problem. Mr. Bevans sent a procedure, which is attached.

**Street Lights** - Joe Johns advised 1 street light was reported and replaced.

**Trees** - John Beam will check on trees which require possible removal located on common property only and then will send request to ARC. Home owner has a tree which he wants removed must contact in writing ARC.

**Garden Club** – Mr. Alexander was not present. It was discussed regarding putting an automatic shut off on the sprinkler system for the Garden, which is run by the Garden Club. Property committee has been requested by Mr. Atkins to check into the cost for an automatic shut off for the sprinkler system. The sprinkler was cut on this past month and ran for several hours. Mr. Alexander is using the \$2,000.00 to put flowers and dirt around the circle in parking area.

**UNFINISHED BUSINESS –**

**Bulkheads -**

Joe Johns, Mike Reynolds and Earl Lee were at a meeting with ARC. Meeting went well. Agreed bulkheads are not the only solution for lake

erosion. Turf mats possibly a solution and company will be contacted regarding cost. Plantings seem to be a solution according to Google, which is very expensive using plantings. Mr. Reynolds recommends we try to find a fix for common property and will try to have an approximate cost and a contractor to inform residents when they require assistance. Then we can tell the property owner how his property can be fixed around the lake.

### **Covenants**

Mr. Lee advised Covenants and fines for not complying with rules are not enforced. They are designed to be enforced. Mr. Lee and the committee advised if they are not enforced, they will continue to be ignored. System of fines is not on line at the Myrtle Trace web site, only covenants are on line.

### **NEW BUSINESS -**

#### **Flags**

**A South Carolina flag is needed for our flag pole, as it is very worn. Ms. Rose will order flag and Mr. Ron Grove has agreed to pay for the flag up to \$30.00. Will be no cost to the Association.**

#### **Opt Out Form**

**Mr. Macphee would like the Opt Out Form for Yard Maintenance on Common Property be placed on the Myrtle Trace web site. Mr. Wilkison will be glad to put any forms on the Myrtle Trace Web Site that are required by the committee.**

#### **Property Committee Guidelines**

**Property Committee Guidelines and Restrictions proposed by Mr. Kershner are obsolete. The Attorney is reviewing guidelines submitted by the Board for Property Committee and ARC.**

Next meeting scheduled for Tuesday 9 August 2011

Meeting adjourned 12:11P.M.

Prepared by Charlene Rose