

Property Committee Meeting Minutes
Tuesday 10 July 2007

Meeting convened at 10:10A.M. In attendance was Ron Crow (Chairperson), Charlene Rose, John Beam, Jack Von Deck, Bruce Williams, Ron Grove, Paul Alexander, Dick Sievers, David Day, and Eunice Freeman.

HARDEE MAINTENANCE WORK SCHEDULE

Insecticide for Mole Crickets, Irrigation Pump repairs as needed. Al Hardee is working on Planter on Dogwood Circle that needs weeding and trimming. The edging to be completed on Berry Tree and Hickory by this Friday.

PHASE REPORTS

Phase I has lovely Hostas planted by Mr. John Beam on common area between townhouses. Weeding has been completed in planter on Cricket where Bradford Pear trees located.

HALLWAY OF CLUBHOUSE

Carpet pulled up. Water leak from roof which has been repaired now. Heavy rain yesterday and there was no leak. Believe it is fixed. No further leaking. Water Department coming out today to check our water meters. Just to make sure no leak in water pipes. Then carpet will be replaced.

RAKING LAKES

Money was approved to rake lake edges. Hardee hired one person, but he didn't show up. He is now looking for someone else to hire to rake lakes. Lake Oriole is really bad and residents very upset. It is weeds that are rotting. The pay is \$8.00 to 15.00 an hour, depending on experience. Lake Oriole leaves should be raked each year in October. Lake Sparrow bubbler has been removed by someone, but will be put back in and put a plate on it so it will not stir up bottom.

PROPERTY COMMITTEE CHAIRPERSON

Mr. Crow will be out of town from July 11-16

CHAIRS FOR CLUBHOUSE

Ron gets lots of complaints that current chairs uncomfortable. Motion made that current chairs are adequate for the activities in clubhouse. No new chairs needed. Motion seconded and committee voted unanimously that new chairs are not needed.

CHECK LIST FOR CLUBHOUSE ITEMS

(Attachment 1). Suggestions where these lists of ongoing items can be placed and annotated dates when each task is done. Charlene Rose will handle and be quarterly contact for “Exterminator” NISSI. How can we get this list posted to check each month? A list will be developed and placed on CABINET in back room. A person needs to be assigned to be responsible for each task.

Walk Big Ditch annually and check culverts at Burning Ridge Road and Myrtle Ridge Road. Last time done there was a Beaver Dam – County was called. County does not check this unless someone calls them.

SPECS FOR RETAINING WALLS OR/AND BULKHEAD

It is still up in air as to what to do. David Day sent recommendations to Ron re tiebacks and rebars (Attachment 2). Must be interim steps after approval of walls. John Beam has volunteered to do inspections of retaining walls which have been approved by ARC, as it is being built to ensure specs, as approved by ARC, are followed. Restrictions on how far in lake needs resolving. Ms. Hosford is to contact Ron re meeting to resolve all the problems of definitive specs for walls. Have specs (Attachment 3), but need to add tiebacks, grade of wood, in addition to someone to oversee the building of the retaining wall. Need addendum added to specs that includes inspections. Should be inspected during building at least twice. Eunice will type up a proposal that Dick Sievers will prepare and put together. David will do drawings.

PARKING PASSES FOR CLUBHOUSE AREA GUEST PARKING

Paul Alexander prepared recommended parking pass (See attachment 4), which will be put on dashboard of car on BRIGHT YELLOW or PINK PAPER. Must be current date on it. Can be disposed of after use. Mr. Alexander can prepare the PARKING PASSES. Must be approved by board. If approved, announce in NEWS and VIEWS that Mr. Alexander will be point of contact. Must have a warning SIGN in CLUBHOUSE PARKING AREA stating ‘TOW AWAY AREA WITHOUT PERMIT’.

SUPPLIES FOR CLUBHOUSE AND STORAGE

Eunice has been purchasing supplies and placing in new storage cabinet.

POOL & CABANA

Pool is open. Need gutter replaced over pool cabana. Estimate from Gutter person was \$345.00 for gray gutters. Charlene will call Mr. Billy Johnson (902-0514) re a lower estimate for installing gutter, if we provide the gutter. She will have him contact Mr. Crow.

Need specific dates on when pool is open and closed. Residents constantly asking when it will close or open. A firm date for opening and closing will eliminate the questionable time of pool season. This will also be firm with Ken's Pool, so they will have a definitive time for Myrtle Trace Pool season and when to cover and uncover. Motion made that pool will open 1 May and close 30 September each year. Motion seconded. Voted unanimously to have pool open 5 months each year.

In addition, recommendation was made that the budget next year should include a NEW GATE to entrance of pool area with COMBINATION LOCK. The current gate is quit unstable.

LAKES & FOUNTAINS

Mike Reynolds dropped report off. Lakes being treated two times per month. Fountain time increased on Lake Oriole. All wells are currently pumping. Controller for Lake Heron still not installed by Wiley Pump Service. Well does operate manually.

Have 2 HP fountain in Lake Bunting at present. The spray on fountain has been reduced to 6 ft high by 18 ft in diameter from the previous 10 ft by 24 ft in diameter. Board wants recommendation on what to do.

FIRST RECOMMENDATION - That the MAJORITY should overrule the MINORITY. A Petition was submitted whereby the majority of residents around Lake Bunting (Myrtle Trace Drive, Boxwood, and Cricket Ct) want the current fountain running and to stay in place. Motion made, seconded, and voted unanimously to approve.

SECOND RECOMMENDATION - That the 2 HP fountain that is currently in Lake Bunting be placed in a larger lake and put a 1 HP fountain in Lake Bunting.

State Management Services recommended and placed the fountain in Lake Bunting. They purchased from another company. This is a Aqua Master Fountain.

GARDEN CLUB

Too hot to work in Garden at present. Large flower pots in garden will be placed in Pool Area by John Beam. One dead Juniper is at the entrance to Candlewood and will be replaced by Mr. Beam. Hostas on Cricket Ct look attractive and Mr. Beam will try to get more later to place around the planter.

CLUBHOUSE RESERVATIONS (EUNICE FREEMAN RON CROW)

1. July 11 Phase VIII Coffee (9-11AM)
2. July 25 Coastal Carolina Football Meeting (9AM-12PM)
3. Aug 8 Phase VIII Coffee (9-11A.M.)
4. Aug 18 – Alexander Bday Party (5-10PM)

ROADS AND STREET SIGNS

Small holes in the pavement near 159 and 161 Myrtle Trace Drive have been patched. Cracks in the pavement in this same area, but are not yet large enough to patch effectively.

TREE REMOVAL

Tree removed corner of Hickory Drive and Berry Tree Lane.

STREET LIGHTS

One street light outage reported.

MEETING SCHEDULE FOR 2007 – CLUBHOUSE 10:00 A.M.

Tuesday Aug 14, 2007

Tuesday Sep 11, 2007

Tuesday Oct 10, 2007

ARTICLES FOR NEWS AND VIEWS

If 'OVERNIGHT PARKING PASSES' approved by board, put information in News and Views who to contract, etc. Pool will be open May 1 and closed 30 September. Also, that entrance gate to pool is locked with combination lock as required by Department of Health Environmental Control (DHEC). Combination is same as Clubhouse.

Meeting adjourned 12:10P.M.

Prepared by
Charlene Rose

MYRTLE TRACE HOME OWNERS ASSOCIATION
ANNUAL CHECK LIST

A. Clubhouse

- 1. Refrigerator Water Filter (Every 6 to 9 months after installation, if refrigerator experiences decreased water flow)**
- 2. Air Conditioner(s) – Change every 6 months**
 - a. Kitchen Filter**
 - b. Wall Filter**
- 3. Side Walk in front of Clubhouse – Clean every 3 months**
- 4. NISSI Pest Control (Jim Pawlowski 449-5519) – Every 3 months**

B. Walk Big Ditch – Check Culverts at Burning Ridge Road and Myrtle Ridge Road – Check Annually

C. Rake Leaves around Lake Oriole – Annually in October

D. Clean Clubhouse Carpet – October – January

Attachment 1