



November 2023 Condo Board Meeting Minutes

Met on November 15, 2023, at 12 Ivy Hall, Dover DE 19904 --

Attendees: Ian Gronau (Ivy council rep), Claire Lewandowski (Berwyn council rep/Treasurer), Teresa Dotson (Dover council rep), Christopher Boyer (Grand council rep/President), Rex Bell (Harlech council rep)

- Mr. Boyer called the meeting to order at 6:06 pm
- The agenda was unanimously adopted.
- Mr. Gronau explained that a sinkhole (approximately 6ft x 6ft and 3-4ft deep) had opened behind the Essex Hall building. The HOA's landscaper (Paul Austin) was able to address it within 2 days of its discovery. His theory was that it had something to do with utility lines that were buried there years ago.
- Mr. Gronau provided an update on the HOA's tax payment to the IRS for capital gains on the sale of land earlier in the year.
- Ms. Lewandowski provided a brief treasurer's report.
- Mr. Gronau provided a brief update on the success of both the parking enforcement program and the dumpsters in the new location. He noted challenges remain, but generally, both items were accomplished.
- The council voted unanimously to instruct Mr. Gronau (in his capacity as property manager) to alert Comcast that the HOA would not be renewing their contract with them at its natural termination date in early 2024.
- The council voted unanimously to allow the property manager to begin shifting the HOA's monthly bills over to autopay to allow for more timely payment. Mr. Gronau agreed that he'd alert the council as each auto-payment was set up and he'd keep a detailed log so subsequent councils could track payments and adjust as needed.
- Mr. Gronau asked the council for clarification regarding the move-in fee policy. Mr. Gronau explained that when an incoming condo unit buyer closed on a unit, the \$200 move-in fee was always included in the settlement. If the new owner decided to use the unit as rental, there was a question as to whether the move-in fee they already paid (despite not actually moving in) counted for their tenant or if they'd have to pay an additional one. The council voted unanimously to interpret the policy (from this day forward) the following way: the \$200 fee was only due when someone physically moved in. If a new owner already paid the fee at settlement, that should count toward their first tenant.
- Mr. Gronau explained that work repairing the emergency water main breakage in front of the Dover Hall building was complete and water service was fully restored. However, the plumber working on the project (Price Plumbing) brought two concerning items to the property manager's attention: 1. The water main under the parking lot, specifically leading up to the curb stops, was in exceptionally poor condition. He believed that much of the plumbing in front of the other halls is the same age and is likely in equally poor condition, he suggests assessing each

and making plans for repairs. 2. When working on the breakage, the plumber noticed something he called a leader pipe that was several feet long and was made from lead. As the law requires, he replaced it immediately with a compliant material. Although there is no way to be certain without digging up the parking lots, he said the presence of one of these lead leader pipes is suggestive of others. The council voted unanimously to order water quality tests and collect them from each of the buildings to assess the risk (if any) posed to the residents.

- During the council member comments section, Mr. Bell noted the need for a 5-year capital improvement plan. He suggested that the treasurer and property manager attempt to obtain quotes for the most pressing deferred maintenance items going forward so that the council may head into the future with a rough idea about the costs it will need to bear in the coming years.
- Meeting adjourned at 7:40pm, Order of the Day

Minutes prepared by Ian Gronau