

HIGHLANDS COOPERATIVE ASSOCIATION

Open Minutes

April 18, 2022

Board Members Present: Heist, James, Moles, Ramon

Board Member Absent: Ellena

Management Present: Miller, Sinicropi (virtual)

Meeting called to order at 7:04 p.m.

Management Report - Agenda Items

Open Minutes

James moved to approve the minutes from the February 21, 2022 meeting as written. Moles seconded.

Motion Carried 4-0.

Sprinkler System - Clubhouse/Office

James moved to approve the bid from Green Point Consulting/Spartan Irrigation to install a sprinkler system in front of the Clubhouse/Office. This will include a timer and rain gauge. This company installed the sprinkler system on Miller Road. Three other companies were contacted but declined to provide a bid. This installation will save the staff and management countless hours each week since they won't need to manually water the flowers with a hose or watering can. Moles seconded.

\$ 8,500.00 for the installation

\$ 910.00 for an additional two year warranty for a total of 3 years.

Motion Carried 4-0.

Exterior Doors/Screen Doors - New major project

George has been attempting to collect bids for the replacement of the exterior doors and screen doors (828 each). Maintenance cannot get replacement parts for the old doors anymore. He has one bid so far from Northern Home Improvement for \$1,725,000. He would like the exterior doors to be fiberglass rather than metal, however, we might not be able to get fiberglass. Sinicropi to reach out to the Eyde

family about their supplier for doors and see if they can help with our purchase of doors.

Stoves/Refrigerators - New major project

George is also collecting information on the replacement of all of the stoves, range hoods, back splashes and refrigerators. The initial bid was for \$788,000. This bid includes a 17.5 refrigerator and a 4.8 foot stove, replacement of the 30" range hood and 30" x 24" backsplash. Sinicropi to investigate the NAHC deal with GE for appliances. Also, management to check with BWL for any special programs.

Dryer Vent Installation

Management is collecting information on what types of dryer vents are in Member's townhouses on the property. Information received from the City of Lansing states that maintenance staff is not allowed to replace dryer vents. Currently, Highlands is replacing the dryer vent with the rigid type between move-outs and move-ins, since the townhouse is in our possession at that time.

After the information is collected, Management will bring this back to the Board for further discussion on how to proceed.

Furnace Installation Update

Miller provided an update on the new furnace installations. We have been guaranteed 300 furnaces and 150 have been installed so far. The remaining furnaces have been scheduled out to the first of July for installation.

Chad Arntz from Parker Arntz has been in contact with Consumers Energy on a weekly basis for updates on the possibility of getting the additional 114 furnaces.

Clubhouse Reservations

By consensus, the Board decided to approve the rental of the clubhouse one time per weekend. This can start after the purchase of a machine that can sanitize the room without chemicals. Management to contact Lansing Sanitary Supply.

Consensus 4-0.

Old Business

None.

New Business

None.

Member Concerns

Linda Masters, 6222 Balfour

Linda commented on the hexagon windows in the three bedroom townhouses. Some don't look very good since you can see into the window and view the items that are on the shelf. Miller said that she will look for a uniform insert for the hexagon windows.

Romey Rodriguez, 6235 Haag

Romey commented about new potholes in his parking lot. Miller said that his lot is getting resurfaced this summer.

He also asked if Members can have their air ducts cleaned, if they choose to do this. Miller said that this is ok, but an alteration permit is required, if the company will cut into the duct work.

Adjourned at 8:21 p.m.

Respectfully Submitted,

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