

HIGHLANDS COOPERATIVE ASSOCIATION

Open Minutes

April 15, 2024

Board Members Present: Butler, Heist, Kniffen, Smith

Board Members Absent: Ellena

Management Present: N. Miller, V. Miller

Meeting called to order at 6:33 p.m.

Management Report – Agenda Items

Open Minutes

Butler moved to approve the minutes from March 18, 2024 as written. Smith seconded.

Motion Carried 3-0. Kniffen abstained.

2023 Annual Meeting Minutes

Butler moved to approve the grammatical portion of the 2023 Annual Meeting Minutes. Smith seconded.

Motion Carried 3-0. Kniffen abstained.

Rubbish Removal Proposals

Butler moved to accept the bid from Granger of \$2,115.99 per month for trash removal. This is a 3-year contract and reflects an increase of \$150 from the previous contract. Highlands has had a good relationship with Granger since 2021. Heist seconded.

Motion Carried 4-0.

Utility Access Agreement – Metro Fibernet, LLC

Butler moved to approve the new 20-year agreement with Metro Fibernet, LLC for access to the property to run wiring and access service. A previous agreement was signed April 9, 2024 but no activity had occurred since then thus requiring a new agreement. There will be no marketing from Highlands concerning this since we have a marketing agreement with another company. Heist seconded.

Motion Carried 4-0.

New

None.

Old

None.

Member Concerns

Sandra Drumm, 6215 Haag

Sandra said that the kitchen floor is not in good shape in her townhouse. It was last replaced in 1998. She has not called the Office to request that the flooring be replaced and was informed that she needs to do so.

Kari Burgess, 1608 Georgetown

Kari commented on the porch hand rails. She thinks that everyone should be able to get a rail on their porch that wants one. She wants this changed so that a doctor's note is not required. N. Miller said that the Member can hire someone and pay for a hand rail to be installed. An Alteration Permit is required prior to beginning the project. The Board to discuss.

She also commented that maintenance does a good job, however, can they leave a note that says what they did? Liz Smith asked what is missing from the colored card that is left now? Kari said it is missing the details of what was done and if they are coming back. N. Miller said that in the future, emails might be sent to accomplish this.

Linda Masters, 6222 Balfour

Linda asked if vinyl hand rails have been considered like the ones at Woodbridge? The metal one's rust. She has put primer on and painted her hand rail, but the salt makes them rust.

Linda Daughtery, 6247 Balfour

Linda asked if she can have a hand rail installed on her back porch? She has one on front porch due to a broken neck. N. Miller said she needs a new doctor note if the previous doctor note specifically states front porch.

Sue Pride, 6116 Balfour

Sue asked if the updated policy handbook is completed yet? N. Miller said no, but it is being worked on.

Sue wanted to know if carrying charges are going up this year? N. Miller explained that the budget process starts in July and is approved by the Board in September.

She also inquired on why the camera at the dumpster is not yet installed? It needs to be scheduled with IT and Mark Robert and should be worked on after Mark gets back from vacation. Internet access needs to be setup to view video.

Sue asked if the maintenance staff can wear booties when they enter a townhouse to do some work? N. Miller said that this will be checked into. In the past, there has been some issues with slipping. Someone said that some booties have grippers on bottom to prevent slipping.

She also inquired when the grounds staff will begin mowing? N. Miller said that the mowing should begin this week.

Jackie Reedy, 1620 Georgetown

Jackie commented that years ago, the grass and yards were rolled. She wanted to know why this is not done now? A Member said that this was done in the spring to flatten bumps from winter weather and moles. N. Miller to check with the grounds staff.

Amy Powers, 1738 Georgetown

Amy asked how the flowers are going to be handled this year? N. Miller said that she has not heard back from Lansing Gardens yet on Highlands wanting to do a voucher system for this.

Greg Layman, 1613 Georgetown

Greg informed those in attendance that recently he was on the property with his dog and was hit in the neck by an object. It could have been from a Nerf Gun or a BB gun with hard plastic pellets. He saw the person who did this and he called the Lansing Police, however, the male subject bolted quickly. The police did see him but could not catch him. N. Miller to contact our Community Resource Officer, Officer Rudd concerning this incident.

Meeting Adjourned 7:23 p.m.

Respectfully Submitted,

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