

# SUNSET INC.

Board of Directors Meeting  
October 29, 2020 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the role. Mark Bishopp, Lloyd Shroyer, Jonathan Stoner and Todd Dawson attended by phone. Steve Walz, and Bob Collins were in the office. Owners Dave and Donna Vieceli, Doug Daniel, and Rosalie Pauck were present in the office.

Todd Dawson confirmed that proper notice was posted on October 27th, 2020 and was forwarded via email as a courtesy to the owners. The meeting is also being recorded.

## Confirmation of a Quorum:

- Todd Dawson confirmed with all five board members present the quorum requirements were satisfied, and the meeting can be held.

## Secretary's Report

- Lloyd Shroyer confirmed that the minutes from the August 27, 2020 and September 24, 2020 board meetings have been approved by board email vote and have been posted on the Sunset website.

## Treasurers Report

- Steve Walz reviewed the September financials.
  - Operating fund is running about \$24,000 over budget, however, checking back with our accountant it was noted that several items were captured in the Operational budget that are should be appropriately moved into the Replacement budget. Specifically, the new pool heater (\$8,965), parking bumpers (\$4,358), sand (\$4,729) and our EPS system (\$1,331) total nearly \$20,000 that will be moved from the Operating Budget into the Replacement budget. After that move the Operating Fund will be close to budget.
  - On the Replacement fund we are under budgeted spend as no major projects have been undertaken as yet in with the exception of the stairway project. It is unlikely that the Estero project will be undertaken this year due to the continued roadwork.
- No further questions were asked of Steve. Mark Bishopp moved to accept the September financials. Lloyd Shroyer seconded the motion and the motion carried.

## Presidents Report:

- Fire Inspection Progress: Todd Dawson asked Bob Colins to provide an update on the progress toward remediation of the issues identified in our most recent fire inspection.
  - Bob reported that he has taken care of and fixed all of the items except for three items so far. Those three items are:
    - Pump Room: We have not been able to locate a contractor willing to take on the small project of building a fire wall in the pump room due to the requirements of permitting. To be compliant, Bob will clear out the pump room for now and continue to look for a contractor to build the wall so we can use the pump room for storage. Until that time the room will be emptied.
    - Dumpster Room: Bob identified a contractor to replace the doors to the dumpster room and install the required automatic door closers. It is felt that because the frame is so out of alignment the door frame needs to be replaced as well. Bob will follow up with the board when he receives the quote.
    - Owners Storage Cribs: Earlier Todd Dawson requested and received an extension for this item until mid-February when more owners are in residence. Todd will write the owners and let them know that they will need to ensure that no flammable material is within 24" of the ceiling in the storage rooms. Bob will paint a line and hang signs in the storage cribs to keep the owners informed and reminded.
  - Dave Vieceli suggested another solution to the cribs could be the installation of sprinklers into storage cribs only. The idea has some merit and Bob will ask our fire systems people to give a quote. In the interim it makes sense to go ahead and have the cribs cleaned out of flammable material within 24" of the ceiling.
- Dave Vieceli brought up a recent incident where an owner or guest had the need to call 911 for an emergency. The fire department responded and to gain entrance to the building they apparently had their fire axes out to break the front door glass. Fortunately, someone was in the building and let them in. Dave asked if we could reach out to the Chief and as for additional training of his men as the "Knox Box" which is clearly visible and functioning was near the door. The fire department and all emergency responders have keys to the Knox Box which contains a key to the doors. Lloyd Shroyer will be in Florida soon and will make a trip down to the fire department and relay our concern to the Chief so our door will not be needlessly broken.

## Manager's Report:

- A new pool heater, previously approved, was installed and is working.
- Bob is working on the items identified in a recent inspection. Many of the items identified were previously approved or erroneous. However, a few items require attention. Specifically, the chlorinator was a problem and has been a problem for several years. Todd Dawson moved to install a new chlorinator suggested by the pool inspector at the cost of \$2,900. Mark Bishopp seconded and the motion carried.

## Landscape Committee Report

- The Landscaping Chairperson Donna Vieceli was present to give an update:
  - They bought a few new plants and a new bush for planning.
  - Donna wanted to extend her thanks to Steve Walz and XXXX for their help at jumping in and planting around our light poles.
  - It is time to start thinking about buying and spreading mulch again. They asked if Steve could help coordinate with the contractor we used last year. Todd Dawson moved that the Landscaping Committee can spend up to \$1,500 on the mulch and installation. Jonathan Stoner seconded and the motion carried.
  - They wondered if the satellite dish feeding the Manager's residence could be moved. Todd Dawson will text our representative to check that out when he is in Florida next.
  - Lloyd Shroyer asked if contact had been made with the company that bought out Lance Wilcox as we believe they can provide full service of our landscaping, fertilizing, sprinkles, etc. Lance was not a "full service" so we had multiple contractors. Dave and Donna Vieceli said they would reach out to the vendor to get a quote and determine if that is a way Sunset should go in the future.
  - Steve Walz reported that according to the FMB code we could put an ornamental fence up along Estero. Due to the Estero project there is little room for any major landscaping to help provide a visual barrier and to help keep people from entering our property. At this point we will continue to wait for the Estero project to be completed

## Social Committee Reports:

- We are still looking for Social Chairs for the coming year. Discussion was had on whether or not to hold a welcome back party in light of Covid restrictions.

## Old Business

- Entry Box: Concern was expressed regarding the functionality of the keypad and fob working intermittently. Dave Vieceli noted that during installation years of the crash bars on the doors the vendor ran wire that may have been smaller than required which may be causing a voltage drop sufficient to prevent the electromechanical system from working. At the last meeting Lloyd Shroyer presented various quotes to replace the actual electronic entry box but before spending the money to replace that portion the power supply and wiring issue brought up by Dave should be explored. We will make sure the mechanical and electromechanical system is working as it should first. Bob will call the door entry system guy out again for a full analysis of what is going on.

### New Business:

- Bugs: A few of our units had an infestation of “flour beetles”. These insects come in typically in flour, sugar, or noodles. If items such as those are left it serves as a food source for the beetles. Bob removed the food source and then we called the exterminator to spray the units effected and they have taken care of the problem for now. It may be advisable to go back to a system wherein each unit is sprayed periodically as we have done in the past. Bob has a new vendor that will perform that service and get a quote for the board.
- Masks: In light of the spike in Covid the nation is seeing and with the season being upon us we will put signs up in our lobby to remind people to wear mask in our lobby.
- Short Term Rental Opt-Out: Every year we must renew our Short-Term Rental Opt-Out registrations which then saves our unit owners that rent from registering with the town.
- Todd Dawson will contact Dustin from Direct TV who has volunteered to help us with running our internet to the pool. Todd will contact Dustin with a list of things for him to accomplish when he visits next.

### Owner Comments:

- A question was asked what channel package we have on Direct TV as it appears that we may not be getting what was agreed to. Todd Dawson will send the channel list from our offer to Dave Vieceli. Dave volunteered to run through the list and let Todd know if there were channels missing that we should get.
- A concern was expressed that if we go to VoIP for our phones to save money that our “fire box” was not included as it is believed it should be a hard line. Our VoIP plan did not include the fire box.

With no further topics to be brought before the Board, Todd Dawson moved, and Lloyd Shroyer seconded a motion to adjourn the meeting. Motion carried.

Respectfully Submitted,

*Lloyd Shroyer*

Lloyd Shroyer, Sunset Secretary

The next Board Meeting is tentatively scheduled for Thursday December 3rd, 2020 at 9:00 a.m.