

ORLEANS COURT CONDOMINIUM
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BOARD OF DIRECTORS MEETING MINUTES
Friday, September 16, 2022

I. CALL TO ORDER

President Neal Jarvis (320) called the meeting to order at 4:00pm in Mana-Jit Offices at 18 41st Street Coastal Highway, Ocean City MD. Directors present were Mary Ellen Morris (206), Susan Ackerman (315), Michael McCoy (105), and Keith Remaly (305) attended the meeting via teleconference. Brett Staley of Mana-Jit was also in attendance. Unit Owners in attendance were from units 211, 201, 321, 119, 326, 302, and 218. Director's meeting packets included a Meeting Agenda, a copy of the March 11, 2022 Board of Directors Meeting Minutes, and a draft copy of the Owner/Guest/Renter Information Sheet and cover letter

II. APPROVAL OF PREVIOUS MINUTES

The meeting minutes from the March 11, 2022 Board of Directors Meeting were reviewed; Susan made a motion to approve the minutes, and Mary Ellen seconded the motion; the motion carried unanimously

III. REPORTS

A. President's Report

Neal read his report in its entirety, which included the following highlights:

- Only one unit has sold recently, and it was bought by a former owner
- Communication from unit owners has been very light, except for nonsensical emails sent on behalf of the owner of unit 109, as well as emails from unit owners about personal cable or internet service
- The laundry room on the 3rd floor had a unit owner leaving a vulgar message for users not to place sandy items in the machines
- Brett was asked to have the contractor begin service to several of the rusted upper walkway post standoff's hardware. The plan was to deal with the most in need first and provide service to the others later. Unfortunately, given the staffing issues this had to be put off until fall 2022 and this should begin following the closure of the pool
- The pool lights have been an issue this season. The pool was drained for a day to make repairs. The electricians then determined that they could not address this issue further until the pool closes for the season. Otherwise, the pool would likely have been closed indefinitely in peak season
- Resorts to Us has notified Brett that following the closure of the pool this season, they will continue maintenance services but will no longer service pools; Brett will send out bids for this service
- On August 24, 2022, the Sheriff levied notice on Unit 222. Mr. Young called the Almand office on September 6th and stated he wanted to resolve the matter. They responded that they would present any proposed settlement/resolution to the association of Orleans Court. To date they have not heard from him again. Mr. Young has 30 days (9/24) to file a motion to release the property from the levy. After this time-period passes, Almand's office can request the Sheriff sell the property
- The No Trespassing signs I have seen around town with Sec 58-81 code have been posted. This gives the OC Police the authority to act in our common areas if or when violations occur
- Brett was asked to obtain quotes to repair another stair tread pan on the northeast staircase and this was completed
- Items continue to be left in our dumpster area. Unit owners must put ALL discarded items into the dumpster (not next to it). Contractor debris should be hauled away by their contractors
- PKS completed our audit at the same rate as previous years
- Comcast bulk cable service has been canceled as of the first week of July after all owners were notified that they would need to purchase personal service of cable, internet etc.
- Owners with past due balances for assessments were sent notification to clear these debts
- Delmarva Power was asked to do an energy audit per the request of unit owners at the Annual Owners Meeting. The response was they DO Not do the audits except for individual unit owners. So, no energy audit was done for the building and power owned by the association
- There was a drain water leak in the 04 tier of the west building causing damage to two of the three units

- Following this leak another was discovered in the 22 tier of the east building. Brett and his team responded to leaks within minutes of their being notified. I was pleased to hear the unit owner expressing his pleasure with how quick the response time was from Brett and the remediation team
- There were several coach lambs broken this season. Again, unit owners having large deliveries must watch their delivery persons to be sure this does not continue to occur
- The drain on the water fountain at the pool was broken, possibly by a child using the plumbing as a step. This was repaired. The pool continues to be a big topic of concern for underaged users and users in diapers
- Renters and or unit owners continue to leave items outside their front doors, a fire code violation. This seems to happen mostly on the end units, but there have been doormats in front of various units
- Our annual renewal for the master insurance policy was done but with increased cost; we should expect another increase in April of 2023

B. Treasurer's Report

Susan read the Treasurer's Report:

- Balances in bank accounts as of September 16, 2022:
Operating Account: \$75,715.98
Reserve Account #1: \$189,324.17
Reserve Account #2: \$150,403.73
- Activity on August 19, 2022:
The third quarterly payment of \$7883.25 was transferred from the operating account to the reserve account per the budget
- Accounts receivable as of September 16, 2022 is \$59,684.54
- Bank accounts are FDIC insured

C. Management Company Report

Brett read the Management Company Report, which augments the President's Report

- Brett created and distributed the meeting notice
- Brett coordinated service call(s) regarding washer/dryer issues; all issues resolved
- Brett coordinated mitigation and repairs for the 04 and 22 stack leaks
- Brett coordinated the walkway power washing for mid-September
- The PKS audit was finalized
- Brett coordinated welding work in stairwells
- Brett finalized the bids and award post cleat replacement contract
- Brett coordinated new signature cards for the BOC accounts and will submit
- Brett coordinated key barrel issue repairs for the first floor elevator
- Brett continues walkthroughs to identify repairs and housekeeping issues
- Brett developed draft budget spreadsheet for September 18 prep meeting

IV. OLD BUSINESS

TEAP Program

- Orleans Court has enrolled in Ocean City's TEAP Program and signs have been posted

Comcast

- The bulk Comcast cable contract has been canceled; unit owners may secure their own services if desired
- Comcast has paid Orleans Court \$4620 for the right to install individual services if requested by unit owners
- A Comcast service technician recommended removing individual splitters and replacing with connectors for better reception
- Bulk internet services will continue for now, as the cost is minimal

2022 Summer Season

- The pool closes next Sunday

V. NEW BUSINESS

2023 Budget Prep

- The Board of Directors worked through the draft 2023 budget and made adjustments as necessary. The largest increase will be in insurance costs
- The draft budget will be sent to unit owners for comment within thirty days before finalizing

Pool

- The 2022 pool season was difficult in that there were many infractions by pool users; it is believed that some users of the pool were not residents or invited guests. The idea of electronic card readers was discussed, but it was determined that cost would be prohibitive. The use of tags will be enforced. Any unit owner may ask to see a pool tag of another individual if it is believed that the other individual is not entitled to use the pool. Unit owners may also call the Ocean City non-emergency police number listed on the pool posters

WiFi

- Internet services will continue for now, as the cost is minimal

Renter Packet

- The abuse of Orleans Court Pool Rules and Regulations was discussed. Unit Owners may discuss breaches with renters or guests, and are encouraged to call the Ocean City non-emergency number if issues cannot be resolved. Experience by unit owners is that police arrive in a timely manner
- A Renter/Guest packet of information has been developed by the Orleans Court Board of Directors. It will be sent to unit owners with a cover letter that advises them to send the document to their rental management companies or to their individual renters. Rental companies must be accountable to provide this information to their clients

VI. RECOGNITION OF UNIT OWNERS

Unit 326

- The owner of unit 326 suggested that the Secretary use a recording device to take minutes as that is how it was done in the past
- The owner of unit 326 noted that the correct terminology for a resident of unit 109 is not “non-owner”
- The owner of unit 326 noted that the cost for the sealing of building railing tops was not noted in the minutes
- The owner of unit 326 said that he believes that the coach lamps are common elements and the description of repair cost accountability was not clearly noted in the minutes
- The owner of unit 326 suggested that we hold BOD meetings in neutral locations
- The owner of unit 326 wanted to know if there was asbestos in any of the units
- The owner of unit 326 presented a document to the Secretary and requested that the meeting minutes reflect that the document was presented
- The owner of unit 326 stated that he researched via the local Postmaster that we can remove the mailbox entirely
- The unit owner of 326 stated that he receives nonsensical emails sent by unit 109 and the occasional text and phone calls

Unit 321

- The owner of unit 321 said that she believed individuals in a Comcast truck that parks overnight in Sunations parking lot may have been known to use the pool after hours; no one at the meeting was able to corroborate that, but in the event that it is the case, the Ocean City police non-emergency number should be called
- The owner of unit 321 said that she does not believe that Resorts to Us has been cleaning the courtyard tables this season

Unit 320

- The owner of unit 320 said that she observed another unit owner’s dog urinating against the support pole near unit 101. Unit owners must clean up after their dogs

Unit 105

- The owner of unit 105 brought up the issue of dead plants in the corner of the pool area with the blue ceramic fish on behalf of the owner of unit 210 who was not in attendance. Brett will discuss options with our landscape contractor

Unit 119

- The owner of unit 119 expressed interest in purchasing a second unit if one becomes available

Units 201, 218

- These unit owners had no questions

VII. ADJOURNMENT

Keith made a motion to adjourn, and Mary Ellen seconded it; the meeting was adjourned at 5:38pm.

Respectfully Submitted,

Mary Ellen Morris

Secretary, Orleans Court Condominium Association