

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

January 8, 2019 Board Minutes

Fairlington Community Center

ATTENDEES: Charlie Robbins (President), William Layer (Vice President), Jeremy Wiedemann (Secretary), Maynard Dixon (Treasurer), TJ Doyle (At-Large) and John Adams (Cardinal Management).

CALL TO ORDER: The board meeting was called to order by the president at 6:30 p.m.

ENVIRONMENTAL UPDATE:

Thora Stanwood and the management agent gave an update on the chemical contamination issues. A new issue was reported to the board as residents in courts 5, 6, 7, and 8 received notices, via certified letter, of an on-going issue at the current location of Safeway on King Street in Alexandria. Thora has been in contact with company who sent the notices (Apex) and they communicated that the contamination was due to a former dry cleaner in that location and was contained to the soil directly under Safeway. Thora worked with the company to draft a one-page letter to the residents who were initially contacted communicating that there was no danger and they were only communicating that the remediation work required had been completed. The on-site staff delivered a two-page letter on Monday, 1/7 to all residences in courts 5, 6, 7, and 8 communicating, on Glen letterhead, that the Safeway contamination did not have a plume like the site on Fern Street and included the letter from Apex explaining why the communication was required.

Fern Street Dry Cleaner Environmental Issue Update: Initial tests from the monitoring wells have shown that contamination levels have not changed since the initial samples prior to the instillation of the permanent monitoring wells. Results of the testing are uploaded to a website which residents can access. Please reach out to the management company for access. The Glen and legal representation are looking at how to move forward with the next steps of the mitigation and decontamination of the site on Fern Street. The Glen Board would like to bring Trent Zivkovich from the law firm Whiteford Taylor Preston and/or representatives from the Virginia Department of Environmental Quality (DEQ) to future meetings to give an update. It was suggested by the Treasurer that emailing questions to Trent through Thora ahead of time would be helpful in ensuring the efficiency of Trent's visit. The President asked that Trent attend the February meeting and the DEQ be invited to the March meeting. Thora Stanwood will coordinate questions to Trent and reach out to him to see if he is available to attend the February meeting.

RESIDENTS' FORUM:

Residents attending included Zack Parsons (court 15), Ellen and David Robbins (court 14), Thora Stanwood (court 2), Susan Hunchar (court 10), Jay Yianilos (Court 12), Joey Seich (court 16), and Allan Glascock (court 4).

Susan Hunchar asked if asked if the Wet and Forget product would be used on paint with mold. The Treasurer noted that it had been purchased with a sprayer and the work was on the project list. Susan asked that she be able to provide some comments to the board on how the product worked when she used it. During the discussion it was noted that Courts 1-4 looked especially dirty/moldy after being painted in 2017. Also two related issues were discussed – onsite staff should not have to wash clothes used to clean mold and they should also be able to use petty cash to hire temporary help to do this cleaning (as the do with snow removal. The board agreed to all the items – reviewing

Susan's Wet and Forget remarks, providing all new clothes, and the use of temporary help for this cleaning effort.

Thora Stanwood noted that tomorrow (Wed 1/9) there would be an FCA meeting with Alexandria traffic in attendance to talk about two problem intersections including 36th and Quaker adjacent to Glen courts 4 and 5. It was noted that the Glen board has sent letters in the past but that nothing has been done to improve the intersection. The At-Large Member noted that he would be interested in helping with this issue but would not be able to attend the meeting tomorrow and will follow up with Thora.

Ellen Robbins asked if the Court 14 junction box under the newly installed carriage lamps would be covered. The Treasurer noted that they should be as the contract stipulated that the grounds are restored to pre-construction conditions. Soil or mulch will be used to eventually conceal the boxes once seasonal maintenance is done in the spring.

Jay Yianilos noted that residents had asked about the posting of agendas and draft meeting minutes to the website. The Secretary asked for clarification as he thought only the final approved meeting minutes were posted, but it was clarified that earlier versions are posted as draft so residents can comment on them prior to or in the next meeting.

Jay Yianilos asked about posting documents to the web and offered to help ensure items were updated to the legacy site.

Joey Seich gave an update on the new website. The site should be available for a final review on January 15, 2019. Joey will send a note out to the board communicating this and asking for feedback with a plan to go live with the site on or about 2/1/2019.

Jay Yianilos noted that the normal renovation cycle for the B building shared areas is 10 years and it is time to form a committee to plan for it.

1.09.19.01 Motion. Moved to create a B Building Renovation Committee and nominate Jay Yianilos to be Committee Chair. Motion passed unanimously.

BOARD MEETING MINUTES:

1.09.19.02 Motion. Moved to approve the minutes of the December 11, 2018 board meeting. Motion approved with an addition of the final location of one well which was moved. The Secretary asked for an updated map of the location of the wells to submit to the record and Thora Stanwood was looking into obtaining one for the final January minutes.

BOARD MEMBERS' REPORTS:

President –

The President commented on some of the current water issues that have been observed and noted with flooding of sidewalks and some low-lying areas. The project list continues to be updated with these flooding problems so they can be investigated and remediated.

Vice President –

The Vice President noted that a straightforward solution to the problem intersection from be hash marks on the road to help emphasize the existing “Don’t Block the Box” sign and additional targeted enforcement by Alexandria Police.

Treasurer –

The Treasurer stated that he had no problem with Cardinal Management Company’s 1.3% upward adjustment the to the Glen’s 2019 management fee under the current contract.

The Treasurer noted that the reserve study is still underway. This study will be more complete and detailed than the previous one and will include the future replacement of the incoming water pipes in the common areas, which was not included in the past studies.

The Treasurer noted the December 2018 cumulative ledgers show a \$5,754 budget surplus, despite heavy maintenance expenses and no recent recovery of attorney fees incurred due to the environmental issue.

The Treasurer asked that he be sent the 2019 Heath Insurance policy for the onsite staff.

1.09.19.03 Motion. Moved to approve drainage improvement repair work at 4118 S 36th St. in the amount of \$1806 by Environmental Enhancements. Motion passed unanimously.

1.09.19.04 Motion. Moved to approve the low bid for stoop and wall repair work at multiple locations, in the amount of \$142,333 by KGS Construction Services Inc., this bid having been recommended by Restoration Engineering, Inc. (REI). Motion passed unanimously.

The Treasurer asked the management agent to call REI and remind them to notify KGS about the mortar specifications in the contract with KGS.

1.09.19.05 Motion. Moved to appoint Secretary as Pool Committee Liaison. Motion passed unanimously.

Secretary –

1.09.19.06 Motion. By email vote on 1/3/2019 the board unanimously voted to approve the contract with James R. Walls Contracting Co., Inc. in the amount of \$2,800 to repoint the chimney at 3520 S. Stafford St. to prevent future leaking. This vote is duly ratified and recorded.

No additional issues submitted.

At-Large -

At-Large member stated interest in participating in the effort to improve the safety of the Quaker & 36th St intersection.

COMMITTEE REPORTS:

Landscape co-chair Zack Parsons presented an update from the committee's monthly meeting. The main item being investigated is the pruning of the Red-Tipped Photinia that needs to be done along Quaker Lane.

MANAGEMENT REPORT:

The management agent asked the board to please provide a 2019 calendar of events to help in communicating the schedule for the upcoming year.

OLD BUSINESS

None reported.

NEW BUSINESS

None reported.

EXECUTIVE SESSION:

1.09.19.07 Motion. Moved to go into executive session at 7:32 p.m. Motion passed unanimously.

The board reconvened in regular session at 7:51 p.m.

In executive session, the Treasurer asked the management agent to follow up on account 3041-01.

In executive session the management agent explained the ramifications of not being able to gain access to a transferring unit to perform an inspection for covenant violations.

ADJOURNMENT: The meeting was adjourned by the president at 7:52 p.m.

The next scheduled meeting of the board is Tuesday, February 12, 2019, at 6:30 p.m. at the Fairlington Community Center.

Respectfully submitted,

Jeremy Wiedemann
Secretary