

REGULAR MEETING OF THE  
BOARD OF DIRECTORS –  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
TUESDAY, OCTOBER 19TH, 2021

**Resolution 51-66**

Pursuant to notice previously given, a regular meeting of the Board of Directors of the Council of Unit Owners of Mutual 14 – Condominium of Rossmoor, Inc. was held via Zoom: 301-715-8592; (847-6506-6121; Access Code: 032077) on Tuesday, October 19th, 2021, at 9:30 a.m.

DIRECTORS PRESENT: Kathy Viney, President; Barbara Palmer, Vice President;  
Ruth Hunter, Secretary; Gary Leber, Treasurer; Jane Carona, Director

DIRECTORS ABSENT:

MANAGEMENT: Melissa Pelaez, Assistant General Manager  
Danesca Pineda, Administrative Assistant- Mutual Services

VISITORS: Laura Wiltz, Cathy Madden, John Loveday, Pauline Bowen, Julie Gibbons,  
Mary Vaughan, Leona O'Reilly, Carol Ames, Jessie Fitzpatrick, Maureen  
DeSouza, Ron Hae-Sun Joo's, Gail Rosenbeerg -Baltrosky, Sharman  
Dupree

1. Call to order – President Viney called the meeting to order at 9:37 a.m.
2. General Manager's Report – Ms. Melissa Pelaez presented the General Manager's report for the month of October 2021.
3. Adoption of Agenda – The agenda was approved as presented.
4. Approval of Minutes-
  - A. Approval of Minutes of September 21st, 2021, Regular Board Meeting– The minutes were approved, as written.
5. President's Report –
6. Reports- Approval of LW Advisory Applications:

-Upon motion duly made, the Board agreed,

To approve the Mutual 14 applicants for Leisure World Advisory  
Committees attached.

**Resolution #51, 10/19/2021**

Ms. Viney reported several plumbing issues that took place since last meeting.

Report on B12 water event

As the damages to four units at 15111 Glade Drive [B12] originated in Unit #3D [Dupree], and as the Maryland Condominium Act states “if the cause of any damage to or destruction of any portion of the condominium originates from a unit, the owner of the unit where the cause of the damage or destruction originated is responsible for the council of unit owners’ property insurance deductible not to exceed \$10,000.00”:

Upon motion duly made, the Board agreed,

To authorizes the Accounting Dept. to request reimbursement from the unit owner of 15111 Glade Drive, Unit #3D [Dupree] for the insurance policy deductible in the amount of \$10,000.00 and to assess that amount against the unit account as a continuing obligation until paid. (Pending)

**Resolution #52, 10/19/2021**

- A. LWCC/M14 Rep Report – Mr. Roger Blacklow’s report is included (attachment).
- B. Secretary’s Report – Ms. Hunter presented the following reports.
  - (1) Building Representative’s Report – No meeting this month.
  - (2) Unit Status Report – The unit status report was presented as distributed for the Board’s review.
  - (3) Journal Entry – A monthly journal entry is provided to the Board that reflects the tasks assigned under the LW Management and Operating Agreement. A report was distributed for the Board’s review.
  - (4) Status of owner search-B15-3C Retholtz- The attorney conducted a search, they said resident may be living in Connecticut and they provided us with a phone number, president will continue to follow up on search with attorney.
- C. Treasurers Report – Mr. Leber presented the list of invoices for approval.
  - 1. **October Invoices (Attachment)**
    - a. Invoice(s) under \$1,000.00 – Upon motion duly made, the Board agreed,  
  
To approve payment of the following invoice(s) as amended under \$1,000.00:

	<u>Amount:</u>	<u>GL Code:</u>	<u>Vendor/Invoice #/ Description/ Inv. Date #:</u>
1	\$167.16	621600	<b><u>LWMC Physical Property Invoice #199571</u></b> – clean all gutters and downspout also unclogged underground pipes. Dated 9/24/2021
2	\$402.00	611900- 100001	<b><u>RB Rees Broome, PC Invoice #11254384</u></b> - Attorneys at Law for professional services rendered through September 30, 2021. Dated 9/30/2021
3	\$486.00	621000- 100006	<b><u>J The Plumber Invoice #000408</u></b> – B.13 A1 Cut open wall, install shutoff valve, install access panel, install new frost proof hose bib. Dated 09/29/2021
4	\$887.64	690000- 120001	<b><u>Dynalectric Invoice #39765</u></b> –Resolved deficiencies from IR scan and PM notes. Installed 1.25” KO Blanks in all distribution Dated: 9/28/2021
5	\$173.36	620300- 100007	<b><u>Patrick Leanza Invoice #W02830011</u></b> – Reimburse purchase of Led T8 Tube and base. Dated 8/31/2021
6	\$450.00	620200- 100006	<b><u>Palmer Brothers Invoice #96703</u></b> -Repair openings at 6 locations in B.15 on 2 <sup>nd</sup> floor storage rooms as per discussion. Dated: 10/05/2021
7	\$84.80	620200- 100006	<b><u>Pet Waste Eliminator Invoice #43065367</u></b> Pet waste eliminator bags 200/RL, Part recycled material. Dated: 10/04/2021
8	\$495.00	621100- 100018	<b><u>Dynalectric Invoice #39615</u></b> -Emergency call for false alarm at building in elevator lobby likely caused by temperature and humidity changes. Dated: 8/30/2021
9	\$150	621600	<b><u>LWMC Physical Property Invoice #199271</u></b> – Repaired leak on 3/4” coper water pipe in B. 12-unit IG hallway bathroom ceiling. Dated 9/21/2021

**Resolution # 53, 10/19/2021**

- b. Invoice(s) over \$1,000.00 – Upon motion duly made, the Board agreed, To approve payment of the following invoice(s) as amended over \$1,000.00:

1	\$1,583.40	621400-100002	<b><u>McFall &amp; Berry Invoice #211531</u></b> – Supply and install plantings. Dated: 09/20/2021
2	\$2,029.75	621400-100002	<b><u>McFall &amp; Berry Invoice #211527</u></b> –Supply and install plantings. Dated: 9/17/2021
3	\$1,119.00	621000-100006	<b><u>J The Plumber Invoice #000430</u></b> - Building 14, A1 replaced Moen shower cartridge and clean debris from kitchen faucet. 1C replaced fill valve in the hall bath toilet. Dated: 10/12/2021
4	\$1,222.00	611800-100002	<b><u>J The Plumber Invoice #000431</u></b> - Building 12, found water leaking inside of the kitchen wall between units 1D and 1E. Dated: 10/12/2021

**Resolution #54, 10/19/2021**

Upon motion duly made, the Board agreed,

To amend Resolution #423 dated 5/26/21: “To accept the proposal from Jiffy Plumbing for the repair of two gate valves servicing Buildings 14 & 17 and the excavation and repair of a 3” water line in the carport of Building 14 in the amount of \$15,340.00, with an extra allowance of up to \$5,000.00 for unforeseen conditions. The payment to be made on satisfactory completion and presentation of an invoice from the Replacement Reserves [GL690000-12]” --- by deleting the last sentence: “The payment to be made on satisfactory completion and presentation of an invoice from the Replacement Reserves [GL690000-12].

**Resolution #55, 10/19/2021**

Upon motion duly made, the Board agreed,

To approve payment of Jiffy invoice #344346 for \$21,544.00 and Invoice #344428 for \$45,061.00 from General Maintenance [GL620200-06].

**Resolution #56, 10/19/2021**

Upon motion duly made, the Board agreed,

To approve payment of the H&H Concrete invoice #2021472 in the amount of \$7,200.00, to be paid out of GL621800 [streets & sidewalks].

**Resolution #57, 10/19/2021**

Upon motion duly made, the Board agreed,

To accept the recommendation of the Budget & Finance Committee to send the 2022 Draft Budget to unit owners for comment.

**Resolution #58, 10/19/2021**

2. Project totals: (Attachment)

D. Property Maintenance Report-

Upon motion duly made, the Board agreed,

To approve the purchase of 16 combination **key boxes** [Master Lock model 5406D] and 16 copies of the storage room key, at a cost not to exceed \$330.00.

**Resolution #59, 10/19/2021**

- 1) Dryer vent cleaning report-The schedule extends from last week to the first week of November. Ms. Viney place notices in the building one week in advance.
- 2) Proposal-Smoke Detectors(attachment)

Upon motion duly made, the Board agreed,

To approve the LW/PPD proposal for installation of new smoke detectors or batteries at a cost not to exceed \$15,000.00.

**Resolution #60, 10/19/2021**

3) **Proposl-T8 ballasts(attachment)**

Upon motion duly made, the Board agreed,

To approve the LW/PPD proposal for replacement of ballasts in lobby & carport light fixtures to accept T8 LED tubes at a cost of \$3,500, and replacement of sockets [labor + materials cost extra] if necessary.

**Resolution #61, 10/19/2021**

4) **Proposal-B10-1F garden bed(attachment)**

Upon motion duly made, the Board agreed,

To approve Proposal #L21517AA from McFall & Berry to remove garden bed and install sod at Building 10, #1F at a cost of \$150.00.

**Resolution #62, 10/19/2021**

Upon motion duly made, the Board agreed,

To request reimbursement of \$150.00 from the owner of Building 10 -Unit #1F [Moy] for the removal of garden bed, and to authorize the Accounting Dept. to request reimbursement from the owner and to assess this amount against his account until paid.

**Resolution #63, 10/19/2021**

5) **ABM-O'Reilly -- Upon motion duly made, the Board agreed,**

To approve the ABM submitted by Leona O'Reilly from 2A Vantage Hill Ct. Unit A for gutter protection on patio room.

**Resolution #64, 10/19/2021**

6) **ABM-Fitzpatrick- Upon motion duly made, the Board agreed,**

To approve the ABM submitted by Jessie R. Fitzpatrick from 1501 Glade Dr. Apt 2G for exterior door/storm.

**Resolution #65, 10/19/2021**

7) **ABM- Smith-Aman- Upon motion duly made, the Board agreed,**

To approve the ABM submitted by Lenore Smith-Aman from 14 Vantage Hill Ct. Unit 1-C for exterior door/storm: **however**, the air condition unit must stay on the South wall.

Resolution #66, 10/19/2021

7. LWCC Committees reports– E&R Leanza (**attachment**)
  
8. Open Forum – Ms. Viney reported that 3 Buildings will be getting new roof next year. Ms. Jessie Fitzpatrick reported snake in the elevator in building 10, several other residents reported having seen snakes in indifferent locations. Ms. Viney also reported having seen garden snakes.
  
9. Next Meeting – Tuesday, November 16th, 2021, at 9:30 a.m.
  
10. Adjournment – The meeting adjourned at 10:57a.m.

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Ruth Hunter, Secretary