

FINAL

**MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
June 21, 2022**

I. **CALL TO ORDER:** Mr. Spell began the meeting at 6:06 p.m. and said that there was no quorum.

Directors Present: Mr. Andrew Spell, President
Mr. Hashmat Ali, Vice President
Ms. Jennifer Yonkos, Treasurer

Directors Absent: Ms. Alis Marachelian, Mr. Lewis Gorman, and
Ms. Sabrina Faber.

Management: Building Manager, Ms. Daisy Angelino.

Residents: Stephen Rose #236; Frank Mellusi #316.

II. **RESIDENT PARTICIPATION:**

- Mr. Stephen Rose #236 said he sent the Board his comments about how the water shut offs were being conducted. Mr. Spell gave a history of the issue of domestic water pipes. He said that when the reserve study was updated, it included a four-phase plan to replace pipes. However, Ms. Angelino found a better solution which was pipe treatment to boost silicate where water enters the building. Mr. Spell also said that replacing shut-off valves per tier was phase one and that in-home valves were the responsibility of the shareholder. He added that the Board considered a special assessment but decided in favor of this four-phase plan. He said that all homes would be inspected and quotes from plumbers would be shared with homeowners. He also said that the corporation would charge \$150 to shut off water to the tier and recommended owners hire their own plumbers and let management know when they were doing work. Mr. Rose said that half the owners were out of compliance and the Board hasn't enforced the requirement to install shut-off valves. He also suggested that everyone in a tier agree on when their valves would be installed and share the \$150 fee. Ms. Angelino said she can give a list of contacts in Mr. Rose's tier with the permission of the Board.
- Mr. Mellusi #316 asked the cost to install shut-off valves. Mr. Spell said typically the job costs \$800 with \$150 to shut off the water in the tier. He added that everyone in the tier should be notified. Mr. Mellusi then asked when drains were checked and said that work on the sewer pipes can be expensive. Mr. Spell said he would check if drains were in the reserve study. Mr. Mellusi also said that #916 had a ceiling issue, that the paint was coming away from the wall, and that it was caused by humidity. Mr. Spell said that the corporation pays

only if it is a matter of negligence and the owner is notified in writing but doesn't act. If not, it was considered negligence and the owner pays. Mr. Mellusi said humidity cannot be controlled. Mr. Spell said that the maintenance staff can do an exploration and suggested monitoring to determine the source. He also said that some "sweating" happens seasonally. He added that the governing documents will be followed in terms of responsibility for damage. Mr. Mellusi said his next issue was that for a week his son could not get the internet included in the RPN fees. Mr. Spell said it was available in the lobby. Mr. Mellusi said he also had a parking issue but Mr. Spell said it was an OA matter and that Ms. Faber will be notified about it.

III. REPORTS:

A. President: Mr. Spell reported that legal counsel recommended passing a series of resolutions including the one on the complaint policy. He also said that Rules & Regulations need to be updated to clarify the meaning of negligence and non-resident owners. According to Virginia Landlord and Tenant law, a non-resident owner must have an agent in place and only these agents can be dealt with and not the non-resident owner. He added that RPN has ongoing tenant issues and a high percentage of non-resident owners so the corporation needs to explore how to be compliant with Virginia law. Next, Mr. Spell said that accommodating emotional support animals is under consideration. He then said that KCS landscapers made a bid on a plan for the new pedestrian entrance. He added that it will be expensive and will depend on what the OA can afford.

B. Treasurer: Ms. Yonkos gave the Treasurer's report:

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|---|-------------|
| Operating cash | \$47,213 |
| Operating Reserves | \$77,305 |
| Replacement Reserves | \$4,522,205 |
| Total operating and replacement reserves | \$4,646,723 |

Ms. Angelino said that the Variance Report has been delayed.

C. OA: No report.

D. Manager:

- Events: The trash compactor will be serviced on July 1 and a fire safety letter will be sent to 10th floor residents on August 1.
- Facilities Items:
 - Building-wide pipe treatment pre-work has been completed.

- Mechanical pipe replacement valves were installed.
- New chiller went down, settings were changed, and it was put back in service.
- Stanley Security System notifier was replaced and programmed in-house.
- Sensor for the cooling tower went down, was monitored by the staff and is back in service.
- Gas pipes and meters outside were scraped, sanded, cleaned, and painted yellow.
- Inventory of supplies is being updated and obsolete equipment is being cleaned out.
- In terms of staffing, RPN has two office staff employees and two facilities staff employees. Esther does routine maintenance and Carlos works part-time.

IV. **NEW BUSINESS:**

Non-Resident Owner Legal Requirement: Virginia law has been updated and non-resident owners cannot represent themselves and require an agent. Mr. Spell said if the owner is not a state resident, the Board must deal with the Secretary of the Commonwealth. He also said that the Board must notify non-resident owners of this change in Virginia law and treat everyone the same and follow the law. Ms. Angelino said that if the tenant does not have professional management, the state must be contacted to protect the tenant from unresponsive landlords. If the agent does nothing, she added, the Board can ban them.

Proposal from Sage Water Renewal System: Ms. Angelino cited the proposal with an up-front cost of \$26,750 for design and installation.

Backflow Installation: Ms. Angelino said that the cost is \$40,000 which includes drainage as well as system monitoring and maintaining with a monthly fee of \$3,750. Ms. Angelino said that the Board approved the pre-work and that she will develop an RFP and get more bids for backflow installation.

VI. **OLD BUSINESS:** Covered in Manager's Report.

VII. **ADJOURNMENT:**

There being no further business, the meeting was adjourned at 7:36 p.m.

SUBMISSION OF MINUTES

**Alis Marachelian, Secretary
River Place North
Housing Corporation**