**MANORWOOD BOARD MEETING  
July 8, 2021  
(Old Business d) corrected 8/12/21)**

**CALL TO ORDER AT 7:00PM IN THE CLUBHOUSE**Present: John Adamson, Phil Carter, Linda Dement, Craig Edmonds, Keith Fabling, Aaron Grenlund, Cindy Hutchinson, Jennifer Reed, Mark Thurber   
Non-Board Members Present: Lorne Martin, JC Higgins Manager; Janet Fabling, Secretary;  
Jami Overby, Pool & Door Code Manager; and Heidi Sanders, Lot 4.

**ESTABLISH A QUORUM**Quorum was established.

**OPEN FORUM:** Open Forum Guidelines for MOA Board Meetings were not read.

**MINUTES:**Minutes of the June 3, 2021 Board meeting were emailed to members before the meeting. There were no corrections. A motion to accept was seconded and they were unanimously approved.

**FINANCIAL REPORT**Lorne Martin reported both the May and June Financial Statements.   
 May assets = $141,807.01; Savings = $68,586.42; Expenses incl legal fee & grounds’ bark   
 June assets = $145,717.72; Savings = $72,217.93; Expenses incl attendants’ wages  
  
**EDWARD JONES RESERVE ACCOUNT BALANCE**   
The Edward Jones statement for May: $70,999.79; June $70,971.86 (-$27.93). Discussion of management fees and return rates followed.

**COMMITTEE REPORTS  
 a) ACC –Jennifer Reed** The ACC Committee met 6/22 and will meet again 7/27. Lot 4 - applications approved for a shed, front landscaping, and removal of 1 tree   
 on a fence line   
 Lot 62 – application pending to remove 3 mature trees from the front yard due to   
 their proximity to the house Lot 83 – roof replaced two weeks ago without ACC approval. An attempt will be   
 made to ascertain the manufacturer, shingle weight pounds per square, and fire   
 rating. House was repainted before the owner’s application could be approved.   
   
  
  
 **b) Pool/Door Codes – Linda Dement/Jami Overby** Pool -  
 1) The gas pool heater stopped working just before the 4th of July weekend. Accord-  
 ing to Aqua Care Pool Service, the heat exchanger failed & has a pinhole leak.   
 Lifespan estimates range from 5-11 years. Ours is 7+. Replacement parts have   
 been difficult to get. Estimated repair cost (incl labor) = $3500 +tx. To replace =   
 $4200 +tx. By email 7/6, the Board voted unanimously to have Aqua Care replace   
 the heater Work is scheduled for Monday, July 12.   
 2) Jami Overby and Linda Dement expressed concern that pool chemicals are only   
 checked when attendants are on duty (12-9pm). Since the Clubhouse door can be   
 opened beginning at 6am, anyone swimming 6am-12pm is swimming in water last   
 tested at 9pm the night before.   
 MOTION: Post a warning sign, “Pool chemicals are not tested between 6am-  
 12pm”. After discussion, it was seconded and 7 approved.   
 3) The pool rules sign on the deck reminds swimmers they swim at their own risk. A   
 A similar warning will be posted inside the Clubhouse.   
 4) Linda Dement reported an adolescent boy from outside Manorwood Division 1,   
 claiming to be a resident, attempted to obtain a door code to use the pool and   
 detonated a powerful firecracker on Manorwood property July 4th, alarming   
 people in the Pool area. His name and phone number are known. His address is   
 not. It was suggested that Linda and Jami obtain written statements from two to   
 three witnesses describing the events on 7/4 and provide them, along with an   
 address, to Lorne Martin who will send a certified letter to the parents that   
 describes the boy’s actions and notifies them that he is forbidden visit any   
 Manorwood Division 1 property in the future.   
 5) It was suggested Linda and Jami design various templates to send to parents to   
 inform them when their teen fails to behave appropriately.  
 6) Janet Fabling displayed a graph showing usage of the Pool since 6/21. The busiest   
 time is 2-6pm. It’s only slightly lighter from 12-2pm and 6-8pm. Thirty percent of   
 homeowners are using the pool, some more often than others.   
 Door Codes – On 6/30, COVID restrictions were lifted for Limited Use Pools. By   
 email, 7 Board members voted to change the door keypad back to 6am-9pm.  
 **c) Grounds – Mark Thurber** Sprinkler heads were repaired. Keith Fabling watered the monuments and 15   
 parkway trees this week. They should be watered during warm summer months.   
 **d) Clubhouse – Keith Fabling** If the Board decides to decorate the Clubhouse for Christmas, it will need to get a   
 tree and buy new lights for the parkway.   
 **e) Tennis/Pickleball Courts – Phil Carter**  Phil will give free pickleball lessons on Sundays, July 18 – Sept 19.   
 1-2pm – lesson for ages 8-15 years  
 2-3pm - adults  
 3-4pm - open play  
 There was a recommendation to use blue painter’s tape to outline another pickleball   
 court on top of the tennis court. The Tape will last one season.   
 **f) RV Lot –Greg Dement**   
 Greg and Aaron Grenlund plan to make another run to the dump with debris. The   
 first ton per day is free.  
 **g)Activities - Linda Dement** The Board thanked Linda for organizing the 4th of July Parade and ice cream social.   
 Two fire trucks and 4 police cars participated. Lot 61 drove a car behind the fire truck   
 playing patriotic music. Game nights at the Clubhouse are planned for 5:30pm on   
 7/31, 8/14, 9/18. Flyers will be placed on Manorwood mailboxes.  
 **h)Welcome Wagon – Janet Fabling**  
 Lot 33 – new owners greeted and contact information was provided to JC Higgins.   
 Lot 84 – sale pending   
 **i) Newsletter – John Adamson/Cindy Hutchinson** The Board thanked John and Cindy for an excellent Summer Newsletter. The deadline   
 for submissions for the Fall Newsletter is September 15th.   
  **j) Website/Communication – Cindy Hutchinson/Jennifer Reed** Manorwood Facebook posts: raccoon warning; 4th of July Parade announcement;   
 local stained glass repair; Clubhouse game nights  
 **k)Clubhouse Rentals – JC Higgins/Linda Carter/Liz Knox** Six reservations are on the calendar through August 12 including Board meetings.  
 Callisa Bailey provides Linda & Liz with booking information. They provide owner   
 with keys to Clubhouse office for tables & chairs and parking lot gate. Following the   
 event, Linda/Liz inspect the area & report their findings to Callisa who directs the   
 damage deposit to either their account, return, or repair of damage.

**OLD BUSINESS** **a) Covenant Compliance Report – JC Higgins/Jennifer Reed** Jennifer & Callisa performed a drive-thru with photos on 6/30. Findings were   
 emailed to the Board today along with a sample courtesy notice. It was agreed the   
 notice is clear and well formatted. It includes a reminder that a $50.00 fine is   
 assessed if a violation is noted two consecutive months. Keith Fabling requested a   
 one month delay in sending notices as members are being asked to focus on voting   
 to approve revision of Manorwood’s covenants & bylaws.  
   
  
  
 **b) Update: status of demand for landscape restoration (Lot 83) – JC Higgins** On 06/14/2021, two letters were sent to the owners (regular USPS and certified).  
 The certified copy has not been picked up & there has been no indication the owner   
 plans to appeal. The $450.00 stop work order fine has been levied. If no restoration   
 plan is submitted by 08/14/2021, a second fine will be levied.  **c) Update: Lot 48 account status as of 6/30/2021 – JC Higgins** The Business Manager reports a quarterly dues payment was not received from the   
 now presumed divorced owner.  **d) Clubhouse Water Heater Replacement – Aaron Grenlund/Keith Fabling** Aaron purchased a Rheem Marathon 50-gal water heater with a non-metallic tank   
 from Home Depot. It comes with a lifetime warranty. Unfortunately, Home Depot’s   
 installation offer only applies to private residences. Craig Edmonds offered to help   
 Greg Dement install. Keith Fabling will arrange for warranty coverage.   
 **e) Revision of MOA Documents – Keith Fabling**  
 JC Higgins mailed ballots to Owners this week with a stamped return envelope. If   
 approval is less than 75%, unresponsive owners will be called or visited between   
 Aug 1 – Sept 1 by a Board member or Canvasser seeking approval. The goal is to   
 hold a Special Meeting to announce the results in September as required in Article XI   
 of the current Bylaws.  
 **f)** **Update Manorwood Drive/Shaw Rd Site Line Correction Issue – Keith Fabling** Keith was able to contact Hans Unger, the new City Engineer. Management of the   
 two Shaw Road site correction projects has been given to another engineer, Ryan  
 Rutkosky. The fencing contractor is scheduled to adjust Lot 1’s fence on 7/14.   
 **g) Maintenance of Manorwood Park – Craig Edmonds** Lately, there has been no evidence of groups providing regular maintenance. Craig   
 suggests the community be alert for needs in the future and be ready to participate.   
**NEW BUSINESS** **a) Phase 2 Manorwood Waterline Replacement Project** **(28th St SE & 32nd Ave SE)** The recent Puyallup Water Quality Report reported Phase 2 will occur in 2024   
 **b) Suggestions for Projects in 2022 - Keith Fabling** Update the Reserve Study; Revise ACC Guidelines to conform with CCRs; remodel   
 the Clubhouse irrigation system from 3 to 6 zones.

**c) Proposal to Control Fireworks in Manorwood – Phil Carter** For future consideration by the Board, a list of concerns and possible solutions for   
 the dangers posed by recent large fireworks displays in the neighborhood was   
 submitted by Linda Carter (Lot 71) and Liz Knox (Lot 108). It will be added to next   
 month’s agenda.  
 **d) Proclamation – Cindy Hutchinson** A thank you to Keith & Janet Fabling was read and a bench with a plaque for the   
 Tennis Courts was given as a parting gift by the MOA Board.

**NEXT 3 MEETING DATES:**  August 12, September 9, October 7

**ADJOURNMENT:** 9:00 PM