

SPRING MILLS SUBDIVISION BOARD MEETING-March 15, 2022 6:30pm

Present: Michelle Showers, Stephen Casimir, Ron Little, Rick Greenwood, Tammy Catlett, Wes Yates, Mike Mason

Absent: Ed Flake

The meeting was called to order by Stephen Casimir at 6:33 pm.

President's Remarks & Welcome:

Stephen presented a tribute to Ed Flake regarding his passing and the work he has done for the community over the years. He also welcomed all the homeowners in attendance.

Homeowner's Forum:

There were 17 homeowners present

Homeowner #1- Concerned about the pruning of the trees on Radcliffe between their home and the townhouses and the lack of privacy. Wes has been working with Antietam Tree Service on this issue and will reach out to discuss the issue with Mr. Finn at Antietam.

Homeowner #2- Had a question about the paving on Akron as it is incomplete at this time. Michelle reported to the homeowner that the top coating will not be completed until all of the construction in that particular area is completed.

Homeowner #3- Concerned about the work Frontier is doing and what is the completion date. Michelle reported that she spoke with Colt Kesecker, local manager for Frontier project, and the estimated completion is the end of April. Further discussion was held regarding Frontier's work etc. Numerous other homeowners voiced their displeasure with how Frontier is working in the community. Homeowners are encouraged to take pictures and document their issues. Michelle is gathering this information for the common areas to help make sure Frontier corrects any issues prior to the completion of the project.

Homeowner #4- Concerned about the trees planted between the villas in the areas of Chalcot and if the trees are the responsibility of the homeowner or the HOA (common areas). He said some are dying. Michelle will look at the plots/plans to determine responsibility for this and will take action accordingly.

Homeowner #5- Concerned about the large hanging branches on the walking path. Wes has already contacted Mr. Finn at Antietam, and these will be addressed in the spring when they are not dormant.

Homeowner #6- Concerned about the large, high fence on TJ Jackson. Michelle is going through the violation procedure/policy with this homeowner regarding the fence. They also reported that fences in the neighborhood are in need of repair and power washed. Michelle will address this during her rounds.

Homeowner #7- Concerned about the follow up for garbage cans being left out for a long period. Stephen reported that the violation procedure/policy is being followed. However, there is garbage collection three days a week and this makes it difficult to know if garbage cans are being left out when they shouldn't.

Homeowner #8- This homeowner thanked the Board for the path across TJ Jackson.

Financial Report:

Michelle reviewed the financial report and the check register summary. Stephen stated Spring Mills is also part of the WVOHOA and he attends those meetings. He is pleased to see Spring Mills doing so well as compared to other subdivisions in the county.

Ron reviewed the reserve Cash Flow Worksheet and gave an explanation.

Michelle reported Spring Mills did very well on the Financial Audit. There were no major concerns with the audit. The CPA did give a few suggestions but overall, everything was fine.

Committee Reports:

Administrative:

Amending the CC&Rs/Bylaws- The Board received some suggestions from the attorney regarding these and the process. Michelle explained the process and Stephen would like a CCR&R committee to work on these issues. Rick agreed to serve on the committee and gather members for it.

Amending & Reinstating the Articles of Incorporation- Stephen explained the process regarding this issue. Michelle also presented the attorney's draft and explanation of the need to modify the Articles. The Board refrained from a motion to carry through with this until they had time to review the information. This will be reviewed and at the April meeting a motion to approve/disapprove will be made.

Letter for Commercial Entities- Michelle gave an explanation of a Board being necessary for each the Residential side and the Commercial Side of the HOA. This was the original intention when the community was planned out. A motion was made by Rick to accept the letter and to move forward with this plan. Tammy seconded the motion. No discussion was needed and all agreed.

Construction Update- (Park, Daycare, Front Parcel & Apartments):

We presented an update on information received regarding construction on TJ Jackson. A park is planned for the back parcel behind the library etc. This work is being done by Panhandle builders on land from the Board of Ed. Fund for completion came from Panhandle Builders, donations, and Martinsburg Parks and Rec. Panhandle asked if Spring Mills would like a path connecting the park to the neighborhood. Further discussion with our residents is needed. A daycare will be located on TJ Jackson, Rankin Physical Therapy and Fitness Center and Apartments on the south side of TJ Jackson. An additional storage unit is also planned. Water Management in the county will be relocating the pond area to behind the medical building. A turn lane will be constructed on TJ Jackson to turn right onto 901. No completion dates were available for any of these projects.

Meeting Start Time: A discussion was held regarding changing the start time of the Board Meeting. It was decided the time will remain the same- 6:30 pm.

Clagett Web Portal: This issue will be tabled until the April meeting.

Minute Taker: This issue will be tabled until the April meeting.

Architectural Control: Michelle reported that there were no applications submitted this month.

Communication & Community Development: Rick reported that the Easter Egg hunt will be Saturday, April 16 at 11:00 am. Rick will be posting information regarding Ed's funeral arrangements on the Facebook page and Michelle will send it out via email.

Compliance: Michelle reviewed the compliance log.

Roads & Grounds:

- **Morningside Drive Quotes:**

A discussion was held regarding the paving quotes and need for repaving at this time. This decision will be tabled until the April meeting.

- **Tennis court parking lot quotes:**

A discussion was held regarding the quotes and need for paving, etc. Rick made a motion to approve the quote for the tennis parking lot. Ron seconded it. A discussion was held to wait until Frontier work is complete. Vote: 5 in favor and 1 opposed.

Park & Pool:

Tammy presented an update on the happenings at the pool. The pool will have an additional manager, Jill O'Regan, who will assist Erin and Tammy. She has a lot of pool management experience and will also be our second Certified Pool Operator (CPO). Super Splasher provides opening, closing and consultation services. We are beginning to transition to new pool furniture. Tammy will be assuming Ed's pool duties. The annual summer kick off picnic will be Saturday, June 25, details to follow.

Tammy suggested we have a defibrillator at the pool and train the guards and pool managers how to use it. All thought this was a good preventive measure and will work on purchasing one.

Michelle will be attempting to contact companies regarding resurfacing the tennis courts.

Pending Items:

Storage Unit at the pool- POC: Tammy EDC undetermined

Concrete Repairs- POC Michelle, ECD May 2022

Tennis court repairs- POC Michelle, EDC May 2022

Newsletter:

Topics for Newsletter: *Article deadline- April 25, Publish/Mail -May 14

- President's message
- Manager's message
- Fun & Games
- Pool Opening
- Summer Events
- Friendly reminders
- Spring yard sale
- Commercial construction

- Amendments
- Newsletter distribution

At 8:45 pm, the Board entered Executive session to address some legal issues. The Executive Session was adjourned at 9:10pm

Return to regular session at 9:10pm. A motion was made by Wes to start foreclosure proceedings against a delinquent homeowner. Rick seconded the motion and vote was unanimous.

There was discussion regarding the vacant seat on the board and the best way to fill it. No decisions were made at this point. Wes mentioned Mr. Frye is interested in being on the board.

Next Meeting & Adjournment:

The next Board of Directors meeting is scheduled for Tuesday, April 19 at 6:30 pm

Wes made a motion to adjourn the meeting and Mike seconded the motion. Vote was unanimous.

The meeting was adjourned at 9:17 pm

Respectfully submitted,

Tammy Catlett

Secretary