

**MEADOWS AT SHAWNEE HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING MINUTES**

JANUARY 9, 2019

Meadows at Shawnee Homeowners Association Board of Directors Meeting at Kate Leith's home at 32 Meadow Lark Drive, Milford, DE 19963.

Synopsis of meeting notes transcribed by Dick Vehlow.

Called to order at 7:07 p.m. by President Bob Shinholt. Also in attendance: Kate Leith, Mike Boyle, Dan Marabello, Dave Markowitz, and Dick Vehlow. Ellen Miller arrived a few minutes later. Linda Steiner was not available but provided necessary Secretarial reports and minutes of prior meetings.

Minutes of 9/12/18 meeting were reviewed by all present. Mike Boyle moved that the minutes be approved. Second by Kate Leith. Motion carried.

President Bob Shinholt reported that the Holiday House Decoration Contest had been successful and prizes had been delivered. All the recipients were surprised and grateful. The board received a nice card from Joe and Ann Mullaney that Bob will get to Linda for inclusion in HOA files. Beyond that the community appears to be quiet.

Treasurer Dan Marabello provided copies of his report for each member and reviewed all the pertinent items. Net income includes fines for W. Bullrush Drive property and net interest of \$7,000. Expenses include the cost of signs for meetings, rent for the Annual Meeting at the Rookery, Grounds: Pansies and other incidentals, and Insurance: Dishonesty bond and Liability Insurance for the Treasurer.

We still need to work on two problems: on East Bullrush and on Kirby Road. Some discussion regarding collection of past-due HOA fees followed and Dan stated there was an upcoming workshop planned for HOAs in filing suit without an attorney for these situations. He and Linda were considering.

Due to Linda Steiner's absence from tonight's meeting, President Shinholt handed out copies of the Secretary's Report to all members for review. Mike Boyle made a motion to accept the report and it was seconded by Ellen Miller. Copy of report attached.

Kate Leith, Grounds Committee stated that all six trees covered in our beautification grant had been planted. The Marth's (Mike and Ann) are taking care of watering and monitoring their growth. The trees will stay staked. Several of the trees are flowering and some provide fall brilliance. The Forest Service is pleased with our matching hours and liked the pictures provided. I plan to leave the watering bags on until later when the ground freezes and then remove and store them until spring and put them back on for next season. Eastern Ornamental has proven to be uncooperative in responding to queries on when the trees would be available, etc. and there are no future plans to use them again.

Proposals for Pond Maintenance:

1. Enviro Tech's proposal at \$17,000 does not provide a discount. It may allow spreading payments out... It is year-round monitoring and maintenance as necessary after completion of the initial clean-up. It is also a three-year deal so actual cost is \$51,000. Not recommended.
2. The Solitude Lake Management Company was not returning phone calls and never met with Kate before submitting a boilerplate proposal. Price is between \$3,200 and \$17,000 but doesn't adequately address specific issues. Not recommended.
3. Burr Monroe Tributaries proposal at \$3,912 is an annual fee, renewable for two or three years. Mr. Monroe is a sole-proprietor. His proposal includes plantings so invasive plants won't have the opportunity to grow back. He also wants to stock the wet pond with mosquito fish (tiny minnow-like creatures to help with controlling insect larvae). Burr is certified by the EPA to apply chemicals to inhibit/kill undesirable species of plants and woody stems. His earlier proposal is on file from our previous meeting and he has indicated that he will work with us to get our ponds into a tenable status. Jessica Watson walked the ponds after our meeting on the ponds and said they are basically ok but are overgrown with weed type plants and several trees that need to come out along with the roots. She is to provide Kate with a copy of her checklist and has done so. It appears to be very basic and each group is on their own to make their own choice on how to maintain their ponds. Dick Vehlow noted that during the walk around with Jessica, she noted that on the chute of the out-flow next to Kirby Road, the concrete walls were

“spalding” (flaking off and deteriorating). She suggested that we get a concrete person to check it out because it may affect the longevity of the walls. She also noted this condition on the out-flow drain cover next to Meadow Lark Drive. Bob asked if anyone knows any concrete company we can contact. This kind of project could become expensive. Kate requested the board provide conditional approval of Tributaries proposal based on boards discussion and three questions:

A) Looking at the proposal, will removal of the trees currently in the ponds be included? Answer: It is included

B) Is any bush hogging included? Answer: I will mow as needed.... will use herbicides to remove the invasive species.

C) If we pay in 2 payments of 50% each, do you offer a discount? Answer: Sure, 5 percent.

4. We should start thinking of fall clean-up, dates, etc. The sign-up list will be circulated. End of report.

Neighborhood Watch, Dave Markowitz: Summary of 2018 events garnered from the Milford police reports:

February: A man with a white van followed a woman into the garage.

June 15. 7 or 8 cars were broken into. Probably teen-agers.

November 19. Light on in house on Big Pond.

December 17. Meadow Lark Drive homeowner had electric on for displays.

Old Business:

Holiday Contest. Bob noted that the Holiday Contest went well and wondered if anyone would be interested in having a Garden Contest for the summer. Kate mentioned that Nan, a lady who joined us at the big pond for the fall clean-up had mentioned interest in helping on a committee and she is a member of Milford’s Garden Club. She will explore.

Brown Water: Mike introduced the report from the City Engineer and Public Works Department showing that the problem may have been isolated to the main that serves our community and that goes under the road by Marshall Pond. When the direction of water flow in that main occurs,

deposits are stirred up until they are flushed out or reach a filter. Special pumps for flushing the main more frequently will be installed underground to try to rectify the situation. Eric Norenberg would like to have a meeting with all the homeowners in Meadows at Shawnee in the near future to explain what has been done and what will be done in the future. The meeting was proposed for the first Wednesday in February. This was too soon for the HOA to notify homeowners. All of the members present agreed with this. Mike said that he would communicate this to Mr. Norenberg and would work out a date for the meeting which would be hosted by the City at City Hall. The HOA Board should be prepared to send out postcards inviting everyone to this meeting as well as posting it to our website and on the Nextdoor site. Bob noted that he is having his water tested by a private lab and will make his results available to the board.

Hole in the road at 12 West Bullrush: The City Engineer has looked at this hole as well as the one on Meadow Lark near the culvert between the little pond and the big pond that is marked with an orange cone. No resolution has been announced.

Electric Rates in Delaware: Milford's rates are the third lowest municipality rates in the state according to a recent study. Mike has details if anyone is interested.

New Business.

Signs: A motion to purchase four new signs reminding residents of the Meadows at Shawnee that "Annual Dues are due by _____" was approved unanimously.

Next Meeting.

Dave and Gloria volunteered to host the next HOA Board Meeting. It will be on Wednesday, March 13, 2019 at 8 E. Thrush Drive.

Submitted by:

Dick Vehlow, Acting Secretary
Architectural Committee Chairman

Attachment – Secretary's Report

Secretary's Report by Linda Steiner
HOA Board Meeting – January 9, 2019

- 1) Violation Letters – 10/23/18 – Meadow Lark Drive, car parked on lawn
10/24/18 – Big Pond Drive, trailer in driveway; 2nd
notice mailed on 11/1/18
- 2) Welcome Letters – 11/20/18 – 36 Meadow Lark Drive
11/20/18 – 2 Meadow Lark Drive
- 3) Signs ordered – 12/2/18 – ordered 3 Holiday Decorating Contest 18”x24”
lawn signs from Vistaprint for 1st, 2nd and 3rd Place
Winners
12/21/18 – purchased 3 gift cards for contest
- 4) Website Postings/emails to Jim Mandelblatt:

10/24/18 – Notice of Fall Cleanup scheduled for November
3, 2018
11/10/18 – HOA Board Meetings for the remainder of fiscal
year and annual meeting in June 2019
12/1/18 – Photo of front entrance with holiday decorations
12/30/18 – Notice of the 3 winners of the holiday decorating
contest
- 5) Recent home sales: 8 Windy Drive and 11 West Thrush Drive