

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

**January 11, 2023**

Directors in attendance: Mike Boyle, Bob Sheats, Dan Marabello, Linda Steiner, Tom Chilton, Taylor Shunk and Bob Shinholt

Also in attendance: Dave Markowitz, Neighborhood Watch Committee Chairman

Absent: Ellen Miller

Place: 8 East Thrush Drive

**Opening Remarks:**

**President Mike Boyle** called the meeting to order at 7:10 PM. He asked all members if they had read the Minutes from the last board meeting held on November 9, 2022 and asked for an approval. Tom Chilton made a motion to approve the Minutes as written and Bob Sheats seconded the motion. All board members were in favor and the Minutes will be posted on the HOA's website.

**REPORT OF OFFICERS:**

**President Boyle** wished the board members a "Happy New Year" and thanked all for coming to the meeting. He stated that little has happened with the HOA in the past 3 months.

He reminded the Board that the former Rookery golf course has been sold to a developer named Tim Johnson who is a long time Milford area resident. Much of what has been reported in the news about the purchase is accurate but much has also been left out. Mr. Johnson spoke to him two weeks ago and informed him that his intention is to open an 18-hole golf course and to have The Big Oyster Company operate the restaurant as a brew pub. He intends to carve out 5 +/- lots across the front of the course and request rezoning as commercial property. His claim is that if he is not granted the commercial rezoning, then The Big Oyster will not come. I informed him that I would not consent to approve any rezoning of residential areas to commercial. At one time The Big Oyster was interested in buying the golf course and building a brew pub, a hotel, meeting center and an outdoor concert venue seating 300 people. There may be a fight in City Council to deny the request.

Mike is opposed to the rezoning and if residents are opposed also, they should show up at the council meeting to voice their opinions. Mike was informed that Mr. Johnson is reconsidering the size of the rezoning request but not to give up on trying.

Mike thanked Bob Shinholt on running a successful decorating contest. This year we had several non-board residents serve as judges. He hopes the HOA can continue to generate interest next year and get more residents to serve as judges.

Houses continue to sell well with no indication that the slowdown in the housing market has depressed prices.

Mike, Dan and Archie Campbell attended the School Board's update on the new middle school last week. In brief, they intend to begin remediation in the spring and construction in the fall this year with an expected completion in time for the opening of the 2025 school year. As all can see, the new police station is coming along nicely and is fully expected to be completed in about 12 to 14 months.

**Vice President Bob Sheats** reported on current violations in the development. There were violations for trash receptacles on Big Pond Drive and West Bullrush Drive and a violation for a vehicle parked on the street overnight on West Thrush Drive. Letters will be sent to the homeowners reminding them of the restrictions.

**Treasurer Dan Marabello** reported on the HOA's financial status as of today's date as follows:

### **BALANCE SHEET**

**Assets:** The balance in the PNC checking account is \$12,809.23. Total in CDs in Artisans' Bank is \$105,031.07. **Total Assets: \$117,840.30.**

**Liabilities & Equity:** Retained earnings \$7,206.27; total temporarily restricted net assets \$105,082.04; net income \$5,551.9. **Total liabilities and equity: \$117,840.30.**

### **PROFIT & LOSS**

**Income** - Assessment fee income current: \$25,340.00 which represents annual dues payments from 181 homeowners at \$140.00 per household. Two (2) homeowners are unpaid. Administrative income and late payment interest: \$149.29. **Total Income \$25,489.29.**

**Expenses** – Bank charges \$219.05, office expenses \$231.46, postage \$112.56, refund from IRS \$19.36. Total Administration expenses: \$543.71; Annual meeting expense room rental - \$250.00; Grounds \$5,106.05, Holiday award expense \$305.22, Insurance \$3,214.00, Newsletter \$320.00, Pond Maintenance \$3,716.40. Total expenses: \$13,455.38. **Net Ordinary Income: \$12,033.91**

Total other Income: Interest from CD's \$168.08; Total other expense: \$6,650.00 deposited into a new CD in Artisans' Bank. **Net Income \$5,551.99.**

**Accounts Receivable** – There are two (2) homeowners who are delinquent in the payment of one or more years of annual dues, plus lien filing fees, administrative fees and interest. Total accounts receivable is approximately \$578.00.

**Secretary Linda Steiner** reported on the following administrative matters:

### **Violation letters:**

11/14/22 – Meadow Lark Drive, overnight street parking

11/15/22 – Big Pond Drive, overnight street parking (2<sup>nd</sup> letter)  
11/15/22 – Misty Vale Court, trash receptacles  
11/16/22 – West Bullrush Drive, trash receptacles, (2 properties)  
11/22/22 – Meadow Lark Drive, trash receptacles, (2 properties; 2<sup>nd</sup> letters)  
11/22/22 – Big Pond Drive, trash receptacles, (2<sup>nd</sup> letter)  
11/22/22 – Big Pond Drive, trash receptacles, (3<sup>rd</sup> letter)  
12/22/22 – East Thrush Drive, prohibited vehicle  
1/8/23 – West Bullrush Drive, trash receptacle

### **Welcome Letters:**

11/12/22 – Andre Jules, Andrerose Jules, and Jean Belady J. Polynice, 23 West Bullrush Drive  
11/3/22 – Robert Ellis Clarke, III, 9 Little Pond Drive  
12/21/22 – Sandip Patel and Dimpri Patel, 2 West Thrush Drive

### **Other matters:**

11/20/22 – Ordered 3 signs and stands from Vistaprint for the Holiday Decorating Contest.  
11/22/22 – Letter to attorney regarding the filing of Release of Lien on Little Pond property.  
12/10/22 and 12/21/22 – Posted Holiday Contest information and results of the contest on the HOA Website.  
1/9/23 – Visited “Best Buy” in Dover to check out the latest laptops for sale. The most popular brands were HP Hewlett Packard and Lenovo laptops with Windows 11 and 15” screens. Prices ranged from \$499.99 to \$1,099.00.

Tom Chilton made a motion to accept all four (4) Officers’ reports and it was seconded by Taylor Shunk.

## **REPORT OF COMMITTEES**

### **Architectural Committee:**

**Chairman Tom Chilton** reported that he had one (1) architectural request that was approved since the last board meeting on November 9, 2022 as follows:

12/15/2022 – 10 Little Pond Drive, in-ground swimming pool.

### **Grounds Committee:**

**Chairwoman Taylor Shunk** reported that Tributaries sends last minute emails when they are coming to the development to work on the ponds. She asked if any board members would like to be informed when they are coming. In October, Tributaries sprayed the rip rap and there was erosion under the geotex. In November, they cleared some rip rap and sprayed saplings. She did not have a report for December yet.

Taylor noticed that Kirby Road was in bad shape as of a few weeks ago with a lot of trash along the side of the road. She proposed that the Spring cleanup be held on Saturday, April 15, 2023 at 9:00 AM and the rain date on Saturday, April 22, 2023.

### **Neighborhood Watch Committee**

**Chairman Dave Markowitz** reported that he had received another thank you card from an anonymous homeowner in the development. This is the 3<sup>rd</sup> card that has been received thanking all the volunteers on the Neighborhood Watch Committee for policing the development and keeping residents safe. Dave passed the card around for the Board Members to read.

Dave reported that there have been two (2) incidents in the development that occurred at the end of November: 1) On Meadow Lark Drive, a homeowner's car was entered and glasses were taken; 2) It was reported that people have been seen walking through yards on Misty Vale Court to get to Kirby Road.

Mike Boyle made a motion to accept the three (3) Committee reports and it was seconded by Bob Shinholt. All members were in favor.

### **OLD BUSINESS**

Mike Boyle again thanked Bob Shinholt for handling the Holiday Decorating contest in December. This year's winners were as follows: 1<sup>st</sup> Place went to the Carlisle Family at 17 West Bullrush Drive; 2<sup>nd</sup> Place went to the Newberry Family at 7 Meadow Lark Drive; and 3<sup>rd</sup> Place went to the Cinque Family at 5 Lenape Lane. Lawn signs and gift certificates to a local restaurant were awarded to all three (3) winners.

Linda handed out a list of "Homes for Sale" that was prepared by Gloria Markowitz as of December 16, 2022. There are currently 3 homes for sale as follows: 15 West Bullrush Drive, 6177 Kirby Road and 15 Meadow Lark Drive. There was one house in the development that sold in November located at 2 West Thrush Drive.

Dan reported that he was dealing with the Milford water department regarding running the water line and installing a water meter at the front entrance. Tom Chilton stated that he felt an irrigation system at the front was not necessary. He suggested that a water spigot be installed and the plants and shrubs could be watered manually. All Board members were in agreement with this suggestion.

Tom reported that he had recently noticed the new landscaping that was done by Delaware Landscaping at the Parson Thorne apartment complex located on Route 14. Prior to the meeting, he emailed a number of pictures he took at the complex of the new curbing and white and brown stones used around the plants and shrubs. Taylor will get some quotes from a few landscaping companies for similar work to be done at our front entrance.

Mike and Taylor obtained three (3) quotes for the cutting down of three (3) Leyland Cypress trees that are on the common ground behind the rear property line of a home located on Big Pond Drive.

Armstrong's Lawn Service quoted \$1,500 to cut down the trees and haul the debris away; Strobert Tree Service also quoted \$1,500; and Elite Tree Lawn & Landscaping quoted \$1,200. It was decided by the Board to contract with Strobert Tree Service since they included in their estimate that they will grind the three (3) stumps down 6 to 8 inches below grade.

Armstrong's Lawn Service also gave a quote of \$600 to trim and remove branches in the common area behind homes on Briar Court and to cut down two (2) small trees in the common area behind a home on Meadow Lark Drive.

**NEW BUSINESS:**

As reported at the last board meeting, the Little Pond needs some maintenance. The spillways need cleaning out and there seems to be a line of depression in the rock bed in the overflow area. In addition, more "Warning" signs should be posted along the stretch of Kirby Road which borders the big pond and at the entrance to the small pond from Little Pond Drive.

As reported at the last board meeting, the HOA's Lenovo laptop computer is seven years old and reaching the end of support as of January 2023. Also at the last meeting, a motion was made and seconded to allot \$1,500 for the purchase of a new laptop. Mike, Dan and Linda will be driving up to "Best Buy" in Dover as soon as possible to purchase the new computer.

There are a number of electric dog fences that have been installed in the development. There was one such fence installed in the backyard of a home beyond the property line and into the common ground that surrounds the big pond. Upon notice, the homeowner promptly removed the fence and had it installed within the boundaries of their property line.

It's time to start working on the Spring 2023 Newsletter which will be mailed out to all homeowners in April.

There was a discussion about bringing back the food trucks again for the 2023 summer season. Taylor suggested that we only bring back the ice cream vendor, "Cup 'R Cone", which was very popular with the community. We will have the truck come in on the first Thursday of each month from May through September.

Dan reported that he reserved the Milford Senior Center for this year's Annual Meeting which will be held on Wednesday, June 14, 2023 at 7:00 PM. The hall is reserved from 6:00 pm to 9:00 pm.

The next board meeting will be held on **Wednesday, March 8, 2023 at 7:00 PM** and Mike Boyle volunteered to have the meeting at his home at 43 Meadow Lark Drive.

A motion was made to adjourn and the meeting ended at 9:30 PM.

Respectfully submitted by:  
Linda Steiner, Secretary