

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

JULY 14, 2021

Directors present: Mike Boyle, Tom Chilton, Dan Marabello, Ellen Miller,
Bob Sheats, Bob Shinholt, Taylor Shunk and Linda Steiner

Also in attendance: Dave Markowitz, former Acting Board President
Place of Meeting: 38 Meadow Lark Drive, Milford, DE

Opening Remarks:

Outgoing Board President, **Dave Markowitz**, called the meeting to order at 7:05 PM and stated that the organizational meeting being held tonight was scheduled for the purpose of nominating and electing officers to serve on the Board of Directors and electing Committee Chairs for the new fiscal year.

Election of Officers and Committee Chairs:

Following are the officers that were nominated by fellow board members and elected to serve on the Board of Directors:

Michael Boyle – President
Robert Sheats – Vice President
Daniel Marabello – Treasurer
Linda Steiner – Secretary

Following are the board members that volunteered and were approved to chair the Architectural and Grounds Committees:

Thomas Chilton - Architectural Committee Chairman
Taylor Shunk - Grounds Committee Chairwoman

Remaining Board Members, Ellen Miller and Bob Shinholt, will serve as Members at Large. All Board Members were in favor of the appointments and none were opposed.

Dave Markowitz, although no longer a board member, will continue to serve as the Neighborhood Watch Committee Chairman and provide reports to the Board at regular meetings.

Architectural Request Approvals:

Tom Chilton handed out copies of his list of Architectural Request Approvals that were processed during the 2020-2021 fiscal year:

07/06/2020 - 9 West Thrush Drive-Fence
07/09/2020 - 2 Meadow Lark Drive-Deck
07/16/2020 - 13 West Bullrush Drive-Fence
08/27/2020 - 1 Lenape Lane-Shed (Not Approved Due to Location)
09/08/2020 - 9 Meadow Lark Drive-Deck/Platform
09/08/2020 - 3 Briar Court-Finished Basement (Not Required)
09/09/2020 - 22 Meadow Lark Drive-Patio
09/13/2020 - 8 West Thrush Drive-Pool
09/25/2020 - 9 Big Pond Drive-Pool
01/05/2021 - 14 West Thrush-Fence
01/29/2021 - 38 Meadow Lark Drive-Installation of Windows on Porch
03/23/2021 - 3 Lenape Lane-Shed
05/12/2021 - 8 Meadow Lark Drive-Fence
05/27/2021 - 5 Briar Court-Shed
06/07/2021 - 13 E Bullrush Drive-Sunroom & Outside Step Enclosure

Voting Results for the Budget, election of Board of Directors and Proposed Amendments:

To date, Dan Marabello had received 6 proxies and 117 packets from homeowners with their votes on the budget, election of the Board of Directors and the voting on the proposed amendments to the restrictions. The budget passed with 112 votes in favor and 2 votes against. All eight (8) candidates who ran for a seat on the Board of Directors received between 79 to 90 votes and were all elected.

Dan then read the results on the voting of the proposed amendments to the restrictions as of today's date, July 14, 2021, as follows:

Section 2. Trailer, Mobile Homes – 116 approved; 4 disapproved
Section 5. Television, Radio Antenna, Exterior Devices – 110 approved; 12 disapproved;
Section 6. Trash Receptacles – 110 approved; 11 disapproved
Section 7. Prohibited Vehicles – 110 approved; 13 disapproved
Section 8. Signs – 109 approved; 13 disapproved
Section 9. Fences - 105 approved; 14 disapproved
Section 10. Swimming Pools – 88 approved; 32 disapproved
***Section 11. Trees, Shrubs and Landscaping** – 117 approved; 3 disapproved
Section 13. Yards and Yard Fixtures – 110 approved; 9 disapproved
Section 17. Outbuildings – 102 approved; 16 disapproved
Section 22. Exterior of Home, Outbuildings and Fences – 109 approved; 11 disapproved

***Note:** A recheck of the counts as of the close of the voting on July 23, 2021 indicated the approval of **Section 11. Trees, Shrubs and Landscaping** with a total of 122 votes in favor of the amendment and 3 disapprovals. The proposed amendments to the remaining ten (10) Sections did not receive the required 122 approvals and therefore were not approved.

Bob Shinholt commented on the proposed amendment to the **Section 8-Signs** restriction regarding the prohibiting of vulgar language on signs or flags. He felt that this would not be enforceable

since the wording on signs and flags are a matter of freedom of speech. Mike Boyle also commented that he had checked with the Milford Police Department about the offensive flags being displayed in the development. There was nothing the police could do because this falls under the First Amendment to the Constitution and the right to freedom of speech.

Mike Boyle asked why the voting was still ongoing since the due date for the return of the ballots was June 25, 2021. Dan had extended the return date due to postal delays. Bob Shinholt made a motion to close the voting on the restrictions as of close of business on Friday, July 23, 2021 and the motion was seconded by Bob Sheats.

Treasurer's Report:

Treasurer Dan Marabello gave a brief financial report as of today's date. The total in the checking account is \$20,476.26. To date, 57 dues payments of \$130.00 have been received for a total of \$7,410.00 collected so far. The approximate amount in the 11 CD's is \$90,000.00. As of the last accounting on May 12, 2021, the amount was \$89,665.97 and there has been a few hundred dollars in interest earned since then. This money is being held in reserve for the eventual overhaul of the 2 retention ponds. Each year the HOA deposits the sum of \$6,650 into a new CD from the money collected from the annual dues. The interest rates are very low right now at .3% so the money will be deposited in a short-term CD for now.

Bob Sheats asked if the City of Milford or Sussex County would ever take over the ponds. That is possible and if that happened, there would be an increase in the property taxes.

Armstrong's Lawn Service is currently being paid \$400 per cut (\$800 per month) for the lawn cutting of the common areas in the development. The HOA has recently learned that Ken Armstrong feels that he underbid based on the amount of common ground that has to be mowed. Bob Shinholt made a motion that his payment be raised to \$600 per cut as of July 1, 2021 and it was seconded by Tom Chilton. Dan will inform Mr. Armstrong of the Board's decision.

Front Entrance Improvement Plan:

Dan Marabello requested a quote from Sussex Tree Industries in May 2021 for the cleanup and landscaping of the front entrance. Tom Chilton handed out a summary of the quote from Sussex Tree with a breakdown of the costs. The total cost for the planting, clean up, edging and mulch to be applied in both beds would cost between \$4,453 to \$4,538. The cost to install an irrigation system would be \$2,650.00. Tom suggested that we contract with Sussex Tree to do the cleanup and landscaping of the front entrance as soon as possible and hold off with the installation of the irrigation system until the Fall.

In mid-May of this year, Sussex Tree removed 29 stumps on Business 1 on the left side of the front entrance at a cost of \$585.00. The cost to prepare the ground for seeding, remove the chips, add 4 inches of soil, seed the area and cover with straw would be \$775.

Dan Marabello will check with the city about adding another lamppost on the left side of the entrance for more lighting and the cost of installing an irrigation system. He will also check with

the City Manager about digging a well which can be used for irrigation. A motion was made to start the spending on the irrigation system and lighting at the front entrance and it was seconded.

FY2022 Proposed Schedule of Board Meetings:

Secretary Linda Steiner announced the proposed dates for board meetings for the rest of the fiscal year as follows:

Wednesday, September 8, 2021

Wednesday, November 10, 2021

Wednesday, January 12, 2022

Wednesday, March 9, 2022

Wednesday, May 11, 2022

Wednesday, June 15, 2022 – Annual Meeting

The next board meeting will be held on **Wednesday, September 8, 2021 at 7 PM** at Linda Steiner's home at 21 Meadow Lark Drive.

A motion was made to adjourn and the meeting ended at 8:30 PM.

Submitted by:

Linda Steiner, Board Secretary