

**MEADOWS AT SHAWNEE HOMEOWNERS ASSOCIATION, INC.
PO BOX 475
MILFORD, DE 19963**

**ELEVENTH ANNUAL COMMUNITY MEETING
June 12, 2019 – 7:00 PM
The Rookery North Golf Club, Milford, DE**

Board Member Attendees: Bob Shinholt, Dan Marabello, Dave Markowitz, Linda Steiner, Kate Leith, Ellen Miller, Mike Boyle, and Dick Vehlow

OPENING REMARKS:

Board President Bob Shinholt opened the meeting by greeting and thanking all homeowners present for attending this year's annual Meadows at Shawnee HOA meeting. He hoped that everyone liked the new venue which was more convenient and a very pleasant setting. He thanked The Rookery North management for hosting this year's meeting.

Before officially starting this year's meeting, President Shinholt stated that the HOA invited several guests to share information with the community on several topics. The first guest speaker will be State Representative Bryan Shupe who will talk about the future growth of Milford.

The next guest speakers will be Mark Whitfield and Steve Ellingsworth from Milford Public Works who will discuss the discolored water problems that the Meadows at Shawnee has been experiencing for some time now. The meeting will begin with State Rep. Bryan Shupe.

GUEST SPEAKERS:

I. Presentation by State Rep. Bryan Shupe, District 36:

Rep. Bryan Shupe began his presentation by giving some background information about himself. He was born and raised in Milford, DE and is a graduate of the University of Delaware. He is the owner of "Milford Live" which he launched in 2010 and is a digital news source that brings local and statewide news to subscribers. He and his wife Sherry have one daughter and are also the owners of "Fur-Baby Boutique" which is located in downtown Milford. In November 2018, he was elected as the new State House Representative for District 36 and started his term in January 2019.

Great businesses, good schools and hospitals build up a community. Rep. Shupe reported on job growth, infrastructure, the new Bayhealth Hospital and the various bills he has sponsored this year as follows:

- Senate Bill 65 - Sponsored the Focus on Alternative Skills Training (FAST) program which will provide funding to Delaware residents to earn certificates in trades like electrical or plumbing work. Dealing with the Workforce Development Board, Rep. Shupe receives calls from many businesses with jobs that are available.

- House Bill 58 – Rep. Shupe was the primary sponsor of an act that will increase the numbers of Delaware nursing students eligible for the nursing incentive program.
- The new Bayhealth Sussex Campus Hospital which opened in February 2019 was built at a cost of \$315 million. It is a teaching hospital and research indicates that 81% of students stay in the area where they do their residency. Rep. Shupe was a prime sponsor of House Bill 257 that allows for loan forgiveness to physicians that start a practice in Delaware. There is a shortage of doctors in DE and this will attract more doctors to come to our state.
- The former Milford Hospital on Clarke Avenue was purchased by Nationwide Health Services which will convert the property into a wellness village. This will bring hundreds of jobs to Milford.
- Rep. Shupe talked about the new overpass that was built at Front Street and Route 1. A walkover is being considered on Walnut Street.
- House Bill 111 - Rep. Shupe co-sponsored a bill that allows school districts in DE to utilize safety cameras on buses to catch motorists that illegally pass school buses and punishes them with a civil penalty.
- The state has more money this year and the General Assembly put \$125 million in a reserve savings account. Governor Carney joined the effort to put money away in good years as protection for bad years.
- House Bill 17 - Another bill co-sponsored by Rep. Shupe is the Tax Intercept Bill. This bill gives schools and local municipalities priority collection status when delinquent taxes are received.
- House Bill 210 – Bill sponsored by Rep. Shupe to establish a pilot program to issue grants for the installation of drinking water purification systems in low income residential homes.

Questions from the audience:

#1. A member of the audience asked Rep. Shupe if he voted for changing the electoral college vote to a popular vote. He replied that he voted against that change.

#2: A member of the audience asked Rep. Shupe how he voted on the Second Amendment bill regarding locking up guns in one's home. He replied that the way the bill was written, if someone broke into your house, you would have to prove that you had your firearm locked up in a safe place. He voted against that bill and feels that the deadbolt on his home is enough to secure his gun.

The latest news today in Milford is that Slaughter Beach will be building a boardwalk. Rep. Shupe concluded his speech at 7:30 PM.

II. Presentation by Mark Whitfield and Steve Ellingsworth from Milford Public Works:

Public Works Director, Mark Whitfield, took the floor first to talk about the discolored water problem that has been ongoing in the Meadows at Shawnee (MAS) for nearly 3 years. Prior to October 2016, the MAS received water from downtown Milford through a 10” water line that ran along Rehoboth Blvd. to Cedar Beach Road, then Beaver Dam Road to Kirby Road, through the Meadows at Shawnee to Rehoboth Blvd., through Hearthstone and then to Elks Lodge Road

creating a loop. When the new Southeast Water Tower became operational in October 2016, the direction of the water changed and the city began getting complaints of discolored water. The City conducted a city-wide flushing of the water lines to clear sediment and scale in the pipes but the problem continued in the Meadows at Shawnee.

In January 2019, Public Works again flushed water lines but the discoloration continued. It was discovered that there is a sag in a 10” water line that runs underneath a stream and causes debris and particles to settle. When water flows through this area in both directions, it stirs up the debris causing the brown water. Now that the cause has been identified, the city will install flushers at Cedar Beach Road, Beaver Dam Road and Kirby Road, at Rehoboth Blvd. and Kirby Road and one at the end of East Bullrush Drive. The flushers will operate from 12 midnight to 2:00 AM and pump 25-40 gallons of water a minute. This will keep the water moving and running clear. All hydrants will be flushed city-wide during June and July.

Mr. Whitfield advised homeowners that if they experience discolored water at any time, they should turn on an outside spigot and let the water flow for at least 5-10 minutes. If the water does not run clear after 10 minutes, he urged residents to call the Public Works Department at 302-422-1110 to report the problem and it will be promptly addressed. At this time, Mr. Whitfield took questions from the audience.

Question #1: A homeowner asked if the sag in the 10” water line can be replaced or bypassed since it is causing the discolored water.

Reply: That section of the pipe where the sag is located cannot be replaced because it runs under the stream.

Question #2: A homeowner asked why the water sometimes spurts out of her tap.

Reply: That is caused by the water pressure in the lines.

Question #3: A member of the audience asked if there would be any compensation to homeowners when they have to flush the lines in their homes because of discolored water.

Reply: Homeowners will not be compensated for flushing the water in their homes.

Water Operations Supervisor, Steve Ellingsworth, reported that the City of Milford sends water samples monthly to the State to check the levels of bacteria, chlorine, sulfur, nitrates and hardness of the water. All levels in the last water sample came back acceptable and the report can be found on the City of Milford website.

Copies of a photograph of an aerial view of the water mains and hydrants throughout the City of Milford were available to members of the audience. Mr. Whitfield and Mr. Ellingsworth concluded their presentation at 8 PM.

The Annual Meeting of the Meadows at Shawnee Homeowners Association was called to order following the two presentations.

Gloria Markowitz reported to President Shinholt that a quorum had been achieved with **73** lots represented by those homeowners in attendance and by proxy. The 55-lot requirement (30%) was

met as stipulated in the By-Laws and the meeting can be conducted.

PRESIDENT'S REPORT:

President Bob Shinholt began his report by stating that it has been an honor to serve on the HOA's Board for the past 12 months and a great pleasure to work with the Board of Directors for another year. He said the Board works well together and there are no arguments or heated debates. Each board member puts the interests of homeowners as a whole ahead of everything else and are here to serve you.

With this said, 99.9% of the By-Laws and restrictions were written before the current HOA system came into effect. The most recent change that was approved was the permitted size of a shed that changed from 8' x 10' to 10' x 12'. The Board is bound to uphold said By-Laws and restrictions. Changes to the restrictions can only be accomplished by the majority vote of the homeowners.

This said, President Shinholt touched on the most common violations the HOA has to attend to:

- Homeowners' vehicles being left on the street overnight
- Vehicles/trailers parked on the grass
- Travel trailers parked in the driveway beyond the allowed period of time (3-day limit)
- Lawns with grass that is overgrown

The HOA does not take any pleasure in having to deal with these violations, but as Board Members, we are required to enforce the restrictions as written. The Board cannot pick and choose which violations to act on and he asked homeowners to make the Board's job easier.

One violation that is somewhat widespread throughout our neighborhood involves trash, recycling and yard waste receptacles that are not stored out of view. If someone can drive down the street and see any of these receptacles, other than the evening before or the day of pick-up, the homeowner is in violation. Within the next two weeks the Board will be sending out a letter to all homeowners regarding this particular restriction. The letter is basically a 30-day notice to correct any such violation which can be easily remedied by placing the receptacles in the garage, or placed behind a "blind" or enclosure that will conceal the receptacles from the street. Any enclosures that will be built will require the homeowner to submit an architectural request form, along with a drawing or picture, so we can determine if it meets the restriction guidelines.

Bob brought up the issue of the recent vehicle break-ins in the development. The majority of all the break-ins involved vehicles that were unlocked. All the videos he has seen showed the thief checking to see if the doors are unlocked. If locked, they always walked away as they typically don't want to make noise associated with breaking a window. Bob also alerted homeowners not to leave garage door openers in their vehicles if they are parked in the driveway. Thieves may use them to get into your home through the garage.

In closing, Bob brought up the subject of the green algae that forms on many of the homes in the development. It detracts from the beauty of the homes and the neighborhood. He appealed to homeowners to take the time and effort to remove the unsightly algae from their homes.

Comments from the audience:

One member from the audience stated that cars left on the street is a safety issue and all cars should be parked in the driveway or garage overnight. Another member requested that homeowners be good neighbors and keep their dogs on a leash when walking their pets.

Nominations from the Floor and Election of Board of Directors

President Shinholt referred all members to the packet given to them at the door which includes a Ballot with the names of eight (8) homeowners running for a seat on the Board. He asked if anyone in the audience would like to add their name to the Ballot as a nominee but there were no nominations from the floor. At this point, homeowner Mike Zarembo made a motion that the eight (8) people on the ballot be elected to the Board of Directors and it was seconded. There was a majority of hands in favor of the motion and none opposed.

The following homeowners were elected to the Board of Directors for Fiscal Year 2020:

Tom Chilton, Marikate Leith, Dan Marabello, Dave Markowitz, Ellen Miller, Bob Shinholt, Linda Steiner and Richard Vehlow.

TREASURER'S REPORT

Treasurer Dan Marabello referred all members to the financial report in the packet. Efforts are ongoing to collect money from 2 homeowners in the Meadows at Shawnee who owe numerous years of annual dues. The Honesty Bond will be increased from \$75,000 to \$100,000 for the next fiscal year. The HOA does not use an outside accountant and an internal review of all income and receipts was done by Vice President Dave Markowitz. The sum of \$200 has been budgeted for the printing and distribution of two (2) Newsletters and \$400 has been budgeted to pay the Federal Income Tax next year. As of June, the total amount in all CD's is \$73,800.00 and there is approximately \$8,000 in the checking account. It is the goal of the HOA to have \$120,000 in reserves by the year 2025 for future pond maintenance and the HOA will meet that number. The amount of income over expenses is \$3,183.

VP Dave Markowitz confirmed that he met with Dan Marabello prior to the annual meeting to check the financial records. Items reviewed were monthly reports on the 9 CD's, all assessment checks received and deposits made into the bank. All checks drawn to pay for expenses were reviewed in the check register. Dan's figures were compared to bank records and all were correct.

A motion was made to accept the proposed budget of **\$25,400.00** for Fiscal Year 2020 and the annual assessment of **\$130.00** per lot. The motion was seconded and all members were in favor with none opposed.

COMMITTEE REPORTS:

Architectural Committee Report

Dick Vehlow, Architectural Committee Chairman, reported on the four (4) architectural requests he processed and approved over the past fiscal year. He had three fence requests that were approved and one solar panel approval.

Dick advised homeowners to check the HOA website for the types of restrictions that require an architectural review. The requirements are stated in the Declaration of Restrictions, Section 21, Review of Plans and necessary forms are available on line. Requests can be emailed directly to him at architectural@meadowsatshawnee.com; or mailed to the HOA at P.O. Box 475, Milford, DE 19963 or hand delivered to his home at 41 Meadow Lark Drive. Dick asked all homeowners to write their questions on an index card and he would reply at the end of the meeting or by email.

Grounds Committee Report

Kate Leith, Grounds Committee Chairperson, reported that six (6) trees were planted on the banks of the Big Pond between Meadow Lark Drive and Kirby Road last summer and are doing well. These trees were planted with a grant from the Delaware Forest Service Urban and Community Forestry program.

The HOA has contracted with a Georgetown company, by the name of Tributaries, LLC, to do the work needed in the ponds and they have made two visits so far. Residents should expect to see them out working the ponds during the year especially as the ponds dry out.

The front entrance was replanted a few weeks ago with Zinnias by Bob and Wanda Rodenberg, Dan Marabello and herself. Kate gave recognition and thanks to Bob and Wanda for their continued dedication and work for many years to keep the front entrance looking so beautiful.

The Spring cleanup held on April 27, 2019 was a success and there were a few new faces who joined in. The Fall cleanup will be held the first weekend after Halloween. At this time, Kate asked all homeowners in the audience who have volunteered for the cleanups in past years to please stand. She thanked all the volunteers for their help to keep the Meadows at Shawnee looking attractive and clean.

Neighborhood Watch Committee Report

Dave Markowitz, Neighborhood Watch Committee Chairman, reminded all residents to have the Milford Police Department phone number handy by their home phone and on their cell phone. The MPD phone number is **302-422-8081**.

Dave also reminded homeowners to remember to lock all car doors if their vehicle is left in the driveway overnight. Thieves prowl around at night looking for unlocked cars with valuables left inside and enter the car. This criminal activity has happened periodically over the years and most often when the weather warms up in the Spring. In one instance, a homeowner in the development

with a video camera got a picture of a suspect and the Milford police are investigating. The important issue is to lock your cars at night and remove all valuables such as wallets and electronics. Garage doors should also be closed.

The Neighborhood Watch Committee is always looking for volunteers. Schedules are available to patrol during the day or at night. Everyone in the development is part of the neighborhood watch. If you are up at night, look out your windows. If you see anything suspicious, call the police. They are very cooperative and usually arrive quickly. The last time the police were called, three cars arrived in a matter of minutes.

The Milford Police Department has a new program on line called CrimeMapping.com. It shows where crimes were committed in our area and the type of crime. You can find it on the Milford website or it is also posted on the “Nextdoor Meadows at Shawnee” site. It’s a good way to keep informed on what’s happening in the neighborhood.

OTHER BUSINESS:

Questions and comments from homeowners in the audience:

A homeowner from Meadow Lark Drive had a question about garage doors that open up on their own. Dave Markowitz recommended covering the keypad to avoid anyone using a remote to open up the garage door.

A Big Pond Drive homeowner commented that more lighting is needed at the front entrance to illuminate the two walls.

A homeowner from W. Thrush Drive mentioned that there are many walkers in the development and drivers should slow down to the 25-mph speed limit.

A Little Pond Drive homeowner commented that outdoor bleach and “Dawn” dish detergent does a very good job on removing the green algae that forms on house siding. The outdoor bleach is available at Lowe’s.

A motion was made by a member of the audience to adjourn the meeting and it was seconded. The meeting adjourned at 8:50 PM. A transition meeting with newly elected Board Members immediately followed.

Respectfully submitted,
Linda Steiner, Board Secretary