

Minutes of Meeting of Board of Directors  
of  
Deerfield Village Property Owner's Association

A meeting of the board of directors of Deerfield Village Property Owners' Association was held on June 5, 2007, at 47 Field Crest Court, Deerfield Village, Shepherdstown. There were present the directors as follows: Jim Bauer, Debbie Crouse, Bill Krumenacker, Tom Miller, Jimmy Williamson, Paul Wilmoth, and Pattie Wilmoth. Steve Campbell and Chris Phaire were absent. Additionally, homeowners Kristen Bachtell, Lily Ramadan, and Claire Williamson attended the meeting.

Bill called the meeting to order. Pattie read the minutes that were approved as read. There was no report from the Finance Committee. Jim, as head of the Rules and Policy Committee, reaffirmed that he would work with Debbie and Bill to write the letter that can be sent to property owners who are in violation of a covenant or a policy or a rule. During the Streets and Grounds Committee report, Debbie mentioned that the walking trail needs maintenance and that the peach trees need some attention due to broken limbs. She said that she had a list of several homeowners who had one or more violations on the outside of their homes. It was decided by the Board that these people should receive a letter that is being drafted by Jim, Debbie and Bill.

During the officers' report, Bill again thanked Debbie for her hard work as chairperson of the Streets and Grounds Committee to establish the mission statement and guidelines for the common grounds. There was no secretary's report. Jimmy presented the financial report (attached) which states that we had \$42.38 in the regular account and \$7,148.30 in the money market account at Premier Bank. He included a comparison of the current finances with the budget to give the Board a picture of how well we have managed for the year. He was concerned about the bills we have received from Stonewall Lawn Service because we are being billed for more mowing than we had contracted. Paul volunteered to talk to Jake to clarify what should be mowed.

Covering Old or Unfinished Business, after a discussion by the board members, it was decided that the best way to handle gas money was to have petty cash for people who turn in a receipt for gas purchased. Jimmy moved and Pattie seconded the motion that unanimously carried to change last month's motion to keep gift cards for gas. Debbie moved and Tom seconded the motion that unanimously carried to keep petty cash for gas for mowing. Debbie and Jimmy will reimburse homeowners who have gas receipts.

Paul and Pattie reported that the public hearing for D. L. Lewis Construction and Wilmoth Construction Company's conditional use permit for the maintenance building on South Paw Lane had been held. Bill attended and presented a letter that the association supported the use of the building as a general contractor's building and dividing the land so the water treatment plant could be deeded to Jefferson Utilities. There were no negative comments from the public. The Jefferson County Board of Zoning Appeals met to establish any restrictions they felt necessary. At this time, the only restriction was that no construction vehicle be parked on the side of the building that faces Rt. 480, Kearneysville Pike.

Paul reported that the ground around Lots 8 and 9 had been re-contoured to meet the as-built guidelines. Hopefully, this will aid with the drainage problems that were caused by the excavation work after home construction. Bill asked Paul to address the question he had been asked about the gravel on the sides of the road. Paul said the county required that

gravel shoulders be left beside the roads. For some of the first homes built in Blossom View, Brookfield installed sod to the edge of the pavement. They were later instructed to leave the gravel edge since the final paving of Deerfield Village has not taken place. Paul stated that he has cut down all the pipes for which Wilmoth Construction Company is responsible in the areas that have been developed. Any homeowner who has a septic (white) pipe sticking up in their yard should contact Brookfield to shorten it.

Bill reported that the lien against Lot 13 for non-payment of dues had been filed and recorded at Jefferson County Courthouse. Pattie mentioned her appreciation that Randy Conrad, owner of The Conrad Law Firm in Martinsburg, had this done for us and had not sent any invoice for payment.

Bill mentioned that Craig Colantoni had been contacted about being chairperson for the finance committee. He had not begun the role at the time of this meeting.

Debbie received eight written comments or questions after sending information on the mission statement and guidelines for common ground improvement to the homeowners. Jimmy suggested the items go back to committee to iron out any issues raised by people in attendance at the meeting. Debbie discussed the option of "scraping" the current document on the common grounds, but keeping the mission statement. Jimmy suggested writing a generic document that does not limit every action to specifics. At this time, it was decided that any desired change in the common grounds would be brought before the Board for review and that our focus is on maintenance, not upgrades, at this time due to finances. Debbie will post a notice at the bulletin board to inform everyone.

Paul predicted that our ground hog problem will most likely worsen. He has suffered damage to the business because of forklift wires being chewed by one and holes by a septic pipe on the last cul-de-sac. Traps can be purchased by homeowners if they are having problems, but then they will have to dispose of the groundhog being trapped.

Bill addressed the topic of attendance at board meetings. It was noted that we have one member who has not attended all year. The members agreed that he should be asked to either attend regularly or vacate his position so a person who could be more active could be appointed. Bill volunteered to talk to this director.

Bill opened the discussion of whether the minutes should be edited before publication on the website. The Board felt that all information presented at the board meeting was public knowledge for all homeowners. Therefore, minutes or reports should not be edited for the website.

The next meeting of the Board of Directors will be held at 7:00 p.m. on Monday, July 9<sup>th</sup> at Jim's house. The members will receive a phone call to remind them of the time and place.

There being no further business to come before the meeting, upon a motion made, seconded, and unanimously carried, it was adjourned.

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Patricia Wilmoth, Secretary