

# Minutes of Meeting of Board of Directors of Deerfield Village Property Owners' Association, Inc.

A meeting of the board of directors of Deerfield Village Property Owners' Association, Inc. was held on June 6, 2017 at 67 Rolling Green Court, Deerfield Village, Shepherdstown, WV. The following directors were present: Mike Bass, Kirk Bottner, Clint Chiplinski, Erdem Ergin, Mike Keefe, Susan Hall-West, Janie McSwain and Mike Vaeth. Sidney Lewis was absent. Paul Wilmoth was present as developer. Association members in attendance were, Tammi Bonacorda, Amy Campbell, Joan Ergin, Danielle French, Jan Tooke, Jim West, and Pattie Wilmoth. Bill Sturtevant also attended.

President Mike Vaeth called the meeting to order. Janie read the May minutes that were approved as read.

Under Committee Reports, Kirk has visited all outstanding issues and all have been corrected. For Streets and Grounds, Susan presented several property improvement/landscaping forms for approval: Lot 3 for replacing dead trees with 9 evergreens in the common area, and Lot 31 & Lot 6 for placement of playground equipment and/or child trampoline (no approval necessary as long as all are moveable and within setback and not outside of property lines). Tammi Bonacorda presented her landscaping form and asked for clarification about requesting to plant evergreen trees on the west side of their house as well as some sugar maples in the corner. A long discussion about trees creating a "living barrier" ensued and the most recent resolution about this needs to be reviewed. Janie and Pattie will check the web site to ensure that the documents shown are the most recent ones. Tammi will talk with her neighbors, ask nursery about spacing of the sugar maples, and view the 12-year-old evergreens around the sewer plant for spacing and height. She will get back to the board and appreciated all of the feedback she got concerning her plantings. Susan and Clint did a neighborhood walk through to see what covenant violations exist (attached). Some have been resolved and others were assigned to Kirk for follow-up. It was suggested that a letter be drafted to send to first time offenders with a time deadline set for compliance. The fence on Lot 18 has not been finished nor painted or stained as required. A certified letter will be sent stating they have 30 days in which to complete or teardown the structure. Susan reported that Lots 1, 33, 36, and 46 have been properly mowed. The owner has assured they will be done weekly. The shutters have been installed at Lot 31 and all information about approval and restrictions for Lots 40 & 43 have been given to the owner. Paul recommended a feathering of the grading of Lot 40 toward Lot 39 be done rather than the sharp drop-off that space allows. Clint agreed and Paul will supervise this. Going forward, Susan requested board approval for all Property Improvement/Landscaping forms.

Mike B. reported that he is up to date in welcoming new neighbors. He has not set any firm date for a picnic. It was suggested an email should be sent to all residents asking for input for possible dates and type of events wanted as attendance for the past summer events has been low. It was recommended that more advanced notice of date and activity might improve this. Kirk then invited all to the covered dish and fireworks at his home on July 1!

As part of the officers' reports, Erdem presented the financial report for May (attached) and reported that he was able to reconcile the bank balances with the checking account having \$557.12 and the money market having \$43,584.30. His report was presented with these corrections. He also sent a letter (attached) to the selling agent for Lot 13 about the

outstanding dues and fines. He has gotten a call from the closing lawyer and has been assured that the dues plus the fines will be collected. Kirk will contact the closing lawyers about the repair of the broken shutters on this house.

Under Old or Unfinished Business, the covenant violations were covered by Clint and Susan's walk through report.

Under the New Business section, a property owner attended the meeting to present his strong concerns about the feeding of the feral cats by his neighbors on Pathfinder Court. This was an issue in 2014, a letter was sent and follow-up was done. The neighbors have been talked to about the situation with no resolution and he requested that the board step in. Another letter will be sent and county regulations will be researched for any leverage we might have to resolve this unsanitary and potentially unsafe practice. The violation of the "tenting" of the back porch without any approval will also be addressed in the letter.

Under Good and Welfare section, Mike Bass offered to host our July 11<sup>th</sup> meeting. There being no further business to come before the Board, upon a motion made, seconded and unanimously carried, it was adjourned.

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Janie McSwain, Secretary