

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 at 7PM on June 5, 2018 at 21 Blossom View Court, Deerfield Village, Shepherdstown, WV. The following directors were present: Kirk Bottner, Debbie Crouse, Ian Gibson-Smith, Sidney Lewis, Janie McSwain, Lisa Vaeth and Mike Vaeth. Mike Bass, and Mike Keefe were absent. Association members in attendance were Amy Campbell, Stephen Campbell Ryan Wilgor, and Pattie Wilmoth. Bill Sturtevant also attended.

President Mike Vaeth called the meeting to order at 7:05 PM. Janie had distributed the May minutes prior to the meeting. They were approved as distributed.

During the committee reports, Debbie reported for Mike Keefe (Finance) that the dues and late fees of \$502.40 for Lot 13 have been paid in full. It had been discovered after the May meeting that those dues had not been paid so a follow up by Mike resulted in payment. Kirk (Rules & Policy) reported he had received several complaints and he had made personal contact and all had been resolved or were in the process. Lisa (Streets & Grounds) said the Adopt-A-Spot was successful and much trash was cleaned from the roads by our entrance. A request for a placement of a rain barrel on Lot 31 was denied. Owners may resubmit with a different site location. Several landscaping requests were presented and approved. Ian reported that he would welcome the new neighbors at Lot 46. Sidney presented a planting plan for the Fall Grant he will submit to Cacapon Institute (attached). Planting will be in October should we be awarded the Grant. Sidney has tried multiple times to make contact with Bradley Chandler concerning removal of the piles of tree debris he left. Bradley has not returned any of Sidney's calls. No clean up has been done in compliance with the contract he signed stating that the work would be done. Kirk will write a letter stating that Bradley will no longer be allowed to cut trees in Deerfield Village. Ian Gibson-Smith presented a tree replacement plan (attached) and after discussion, Debbie moved that we allocate \$1500 from the Reserve Fund towards the purchase and planting of 33 trees for noise abatement due to the heavy traffic on Route 480. Lots 2 and 3 are directly affected, as well as other lots on Blossom View Court. The motion was seconded by Mike V. and was approved. Building plans for Lot 36 were submitted. Upon review, Lisa requested and received more information. She suggested that builders be required to attend the board meeting after plans are submitted to allow the ARC and the Board to have any questions or concerns addressed at that time. She also reported that the small windows on the house on Lot 33 were in the approved plans, however, the steps were not. She will send a letter to the builder, Joe Collis.

As part of the officers' reports, Janie reported that the WV State Annual Report has been filed and the fee paid. She also expressed thanks to Joan Erdem and Susan Hall-West for organizing a successful Community Yard Sale. Mike K. had emailed the treasurer's report (attached) as he was going to be absent.

During Old Business, Janie reported that she had another phone conversation with Joe Freese with JCPSD regarding the removal of the fallen dead trees in the drip fields. He acknowledged that no work had been done but he would try to address the issue. The follow up with the water company about the faucet on Mossy Oak Court was pushed to July. Lisa will draft a letter to the builder for Lot 33, Joe Collis, and require that he fix the eroding dirt and rocks in the yard due to no grass having been put down. The same builder has still not removed the concert slab in the circle on Rolling Green Court.

Under New Business, Kirk presented a resolution concerning the ongoing issue of construction trash and debris in the Village. After a discussion, Debbie moved that we send the draft resolution following the procedures noted in the Administrative Resolution Number One for the Creation and Use of Resolutions. Kirk seconded the motion and it was approved. Kirk will solidify the letter for the resolution approval process and send it to Janie for distribution to the Property Owners. Lisa presented information from Susan Hall-West about the Cacapon Best Management Practices program offering trees for planting in 6-12 yards. Susan volunteered to be the Project Leader. The Board approved this first year program for us. Pattie then presented a list of items that have been done by the Wilmoths in the past years. She suggested that either people step up to the plate to take on these tasks or a committee should be formed to address other ways to make sure these issues are covered (list attached). Amy thanked Pattie for all of the work she and Paul have done to make Deerfield such beautiful place to live in. A round of applause followed! Lisa presented an email from the owners on Lot 45 asking that some resources be directed toward the back of Deerfield Village Drive cul-de-sac in the common area which has become overgrown. After a discussion, the board agreed that removal of dead trees would be considered. Amy and Stephen Campbell requested permission to remove some dead trees behind their house. The debris will be relocated to the area between the walking path and the adjoining farm. Permission was granted.

Under Good and Welfare section, Debbie offered to have the July 3rd meeting at her home. There being no further business to come before the Board, the meeting was adjourned.

Janie McSwain, Secretary