

BOARD MEETING MINUTES

September 19, 2019
Carrolltowne Elementary School

ATTENDANCE

BOARD OF DIRECTORS:

Michele Carroll
Jodi Lawrence
Andrea Kowaleski
Scott Walthour

OFFICERS:

Scott Walthour, president
Andrea Kowaleski, vice president
Jodi Lawrence, treasurer
Donna Chaney, secretary

MEMBERS:

Charles Bushong

AGENDA

1. Secretary's Report

- The minutes from the June meeting were reviewed and approved.

2. President's Report

- Republic Trash Services update – Republic has not been very responsive to complaints or inquiries and there have been service issues recently. We are on the second year of a three-year contract so the HOA will have the opportunity to consider different companies next year.
- Fall board elections will be held at the November board meeting. Requests for nominations will be sent out and posted on the website.
 - **Any resident is interested in running for the HOA board of directors should email the HOA at harvestfarmshoa@gmail.com**
- The possibility of holding a fall bonfire next month was discussed. A request for volunteers to coordinate the event will be sent out to the neighborhood to determine the level of interest.
 - **Any residents interested in coordinating/assisting with a fall bonfire should email the HOA at harvestfarmshoa@gmail.com**
- It was decided to not publish a neighborhood newsletter this year to save money on printing costs. The web site is being updated on a regular basis with company information.

3. Vice-President's Report

- Landscaping around the new playground sign was completed.
- Two dead trees around the pond need to be removed. There is also a large dead tree in the woods by the pond that is not on HOA property. The property owner was notified about removing that tree.
 - **ACTION: Andrea will obtain quotes from two companies for removing the two dead trees.**
- The pond aerator was damaged after a lightning strike but has been repaired.
- The lawn mowing company has been working to also include grounds maintenance/weeding in its services (including trading mowing that isn't needed for additional weeding and mulching services).
- Neighborhood volunteers have helped with recent weeding at the pond, which has been very helpful.
- It was noted that the invasive Japanese Stilt Grass has been observed on lawns in the neighborhood. If your property is wooded or abuts wooded areas, it is suggested that you check and pull the grass before it goes to seed.
- Block representatives have been provided with a neighborhood information sheet for new residents. The full list of block representative is now available on the HOA website (www.harvestfarms.org)

4. Treasurer's Report

- The current budget report is provided on page 5.
 - **ACTION: Jodi will begin preparing a draft 2020 budget for review and discussion by the board at the October meeting.**
- The current checking account balance is \$53,815.
- An invoice was received from TruGreen for unknown services.
 - **ACTION: Andrea will contact TruGreen to ask about the invoice.**
- The HOA has three insurance policies for employee bonds, general liability, and business catastrophic coverage but the insurance company has not been responsive about the details of the coverage or policies.
 - **ACTION: Jodi will look into a different insurance company and policy options.**

5. Committee Reports

- **Architectural, Ground Maintenance, Contracts – Ken Hollasch**
 - **Architectural request actions:**

| Address | Type | Action |
|--------------------------|---------------------|----------|
| 6888 Ridge Road | Front porch portico | Approved |
| 6810 Little Barley Drive | Deck addition | Approved |

— **Grounds maintenance:**

- The grass was mowed five times in August. There will be fewer cuttings in September so the contractor will substitute mulching/weeding instead.
- Both Ken and Michele looked into HOA property storage options, including installing a storage shed or renting a storage locker. The board tabled this discussion until the October meeting.
- Ken looked into the possibility of acquiring movable dog silhouettes for geese control at the pond. The board tabled this discussion until the October meeting, when more information is available.

— **Contracts:**

- Three quotes have been received for sealcoating and walkway repairs at the playground:
 - Titan Sealcoating: \$3,200
 - Petro Paving: \$4,300
 - Specialty Driveway Surfaces: \$5,490
 - **ACTION: The board approved a contract with Titan Sealcoating to do the work.**
- Ken will be soliciting bids for tree removal at pond and neighborhood mulch day

6. Open Discussion

- There is an ongoing issue with soft spots/air bubbles at several spots on the basketball court after the recent paving project. Michele followed up with the contractor and provided videos, photos, and details of the issue, but the contractor's response was that it was a normal situation.
 - **ACTION: Michele will follow up with the contractor to request an onsite inspection with an HOA board member.**

7. Upcoming Meetings

- October 17 – 7:00 pm, 1994 Barley Road
- November 21 – 7:00 pm, Carrolltowne Elementary School media center

The meeting was adjourned.

BOARD ACTIONS

| ITEM | Board Member | For | Against | Abstain | Absent |
|---|------------------|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| <p>Approve a contract with Titan Sealcoating for sealcoating and walkway repairs at the playground</p> <p>Motion: Scott Walthour Second: Michele Carroll</p> | Michele Carroll | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Ken Hollasch | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Jodi Lawrence | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Andrea Kowaleski | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Scott Walthour | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| VOTE RESULT | PASS | 4 | | | 1 |