

Mill Creek HOA
Board Meeting Minutes
Tuesday, June 21, 2016

Present: Leigh Wion, President
Ben Whitmer, Treasurer
Rob Finley
Nancy Costanza, Common Grounds Committee
Neal Grandy, Common Grounds Committee
Chris Ledvina, Common Grounds Committee
Naomi Aitken, Architectural Review Committee

Absent: David Golladay, Vice President
Carmen Trimble, Office Manager

Guest: John Costanza

- I. Convene meeting – Leigh Wion convened the meeting at 7:08 pm.
- II. Approval of minutes – The approval of the minutes of the last 2 meetings was tabled.
- III. Treasurer’s report – Ben Whitmer

Ben presented the financial report. The treasurer’s report was accepted.

Ben provided an update on the receipt of outstanding Annual Dues. As a result of the notice, payment was received from 2 homeowners. One homeowner who received notice, contacted the HOA. It was confirmed there was an error made by Union Bank on the crediting of the dues to the Mill Creek account. This issue is now resolved. The tally is now 1 homeowner for 2015 and 2 homeowners for 2016 (1 homeowner owes for both years).

He researched an interest bearing account. There is a \$20 charge for this type of account. He will contact Wills & Associates to determine if there is any increase in accounting costs for having this type account before recommending to the Board to make any account changes.

- IV. Committee reports
 - A. Architectural Review Committee – Naomi Aitken
 1. Structural
 - i. 1310 Timberbranch Ct. – Construction of a porch covering.

APPROVED

- ii. 115 Boulder Spring Ct. – Installation of fence. APPROVED
- iii. 112 Mill Creek Drive – Paving of existing gravel driveway. APPROVED

2. Live Tree Removal

- i. 1279 Gristmill Dr. – Removal of tulip poplar. APPROVED
- ii. 227 Flagstone Ter. – Removal of trees. (Naomi Aitken recused herself on any recommendation of this request as she is the homeowner.) The request was signed by Rob Finley and APPROVED.
- iii. 1295 Copperstone Dr. – Live tree determined to be on common ground and HOA will not remove. Owner may do so at owner's expense.
- iv. 150 Mill Creek Dr. – This request was briefly discussed at the May meeting and more details were provided at this meeting. There are 2 dead cedar trees on common area compounded by an overgrowth of wisteria that are endangering a tree on the homeowner's property. The Board APPROVES the cost estimate of \$900 from Jimmy's Tree Service to remove the trees.
- v. 1360 Gristmill Dr. – Concern brought to the ARC by a neighboring property of dead trees leaning toward the property. Response was to address concern to homeowner. If not resolved, formal complaint can be made to the HOA.

B. Common Grounds Committee –

- 1. There was discussion regarding the overgrowth along the Mill Creek Dr. sidewalk and at the corner of Mill Creek Drive and Gristmill Drive. Leigh to ask Carmen to formulate the list of homeowner's whose property is on the sidewalk to communicate the HOA would kindly request that they trim tree branches and bushes that prevent others from walking on the sidewalk. In the communication it was discussed that if a homeowner is physically unable to perform this work, they could contact the HOA and a list of volunteers would assist them in the trimming. There was concern of the safety hazard of people walking on Mill Creek Drive to avoid the limbs and bushes.
- 2. It was also brought to the attention of the Board that there is overgrowth in the concrete channel on Mill Creek Drive. Leigh to communicate with Brian Lewis to request an estimate from Greg Davis to clear the overgrowth.

V. Homeowners' issues/comments/concerns

- A. 38 Mill Creek Dr. – Leigh to delegate contacting the financial institution regarding the mailbox.

B. 1468 Gray Stone Ct. – Update

Leigh attempted to call the telephone number provided. It was disconnected. Attempted to call another number on a Google Search for the homeowner. The response was it was not the number for the homeowner.

Further suggestions for contacting the homeowner were discussed to communicate the areas of the property that are out of compliance with the covenants.

VI. Old business

- A. Officer Manager Report - Tabled due to the absence of the Office Manager.
- B. Status of Unpaid Dues – See Treasurer’s Report for update.
- C. Status of Mill Creek Lake Reynovia Connector Trail – repairs were made. The Board approved the reimbursement of the costs of the materials incurred. Discussed responsibility of cutting the overgrowth near the Connector Trail.
- D. Status of Storm Water – There has been no further communication from David Lockledge, Water Resources Program with Albemarle County. Chris Ledvina reported that he anticipates work to begin in August/September behind Boulder Spring Ct.
- E. Website – Short discussion on the process of sending information to publish on the website. Can be done by e-mail.

VII. New business

- A. Structure of the Board – Brian Lewis has recommended to the Board that a member of the Board chair each of the committees. After discussion, it was decided to include a Board member on each committee. Rob Finley has volunteered to join the Architectural Review Committee. Either David or Leigh will join the Common Grounds Committee.
- B. Committee responsibilities – Board discussion to clarify the duties and membership of the two committees.
 - 1. Architectural Review – Jim Aitken, Naomi Aitken

Responsible for requests on the property (trees, painting, modifications)
 - 2. Common Grounds – Brian Lewis, Chris Ledvina, Neal Grandy, Nancy Costanza

Responsible for issues in the Common Areas
 - 3. Vacant Secretary Position - Leigh contacted Andre LeVelle by e-mail with to determine if he would be interested in serving in this capacity and did not receive a reply. It was noted that the Bylaws state the

President cannot also hold the position of Secretary. Leigh to discuss with David Golladay prior to the next meeting.

4. Newsletter – Short discussion on re-instituting a printed newsletter especially for homeowners who do not utilize technology for information.
5. Community Yard Sale – Short discussion on suggestion from a homeowner to have a community wide yard sale. Will send an e-mail seeking a homeowner to volunteer to spearhead the coordination.

VIII. Next Board Meeting – Tuesday, July 19, 2016 at the Monticello Fire Station

IX. The meeting adjourned at 8:27 pm