

**Habitat 1 Section A  
Board Meeting Minutes  
January 26, 2023**

The Board of Directors Meeting of Habitat 1 Section A was held on Thursday, January 26, 2023 following a Show Cause Hearing and the 2023 Annual Meeting at 7:00 PM via Zoom conference call.

**Present:**

|                    |                     |
|--------------------|---------------------|
| Dick Olney         | President           |
| Larry Thomasson    | Vice President      |
| Patrick Schmitt    | Treasurer           |
| Scott Gibson       | Secretary           |
| Casey Perryman     | Brodie Management   |
| Brittany Stoltzfus | Recording Secretary |
| Renee Toomey       | Owner               |

- I. **Call to Order:** Mr. Olney called the meeting to order at 7:29 pm. A quorum of the Board was established.
- II. **Owner's Forum:** Mr. Schmitt made a motion to suspend the agenda and hear Ms. Toomey's comments now. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried. Ms. Toomey stated she has been in contact with Ms. Perryman regarding an incident with a squirrel or rat she saw poking out of a hole in her wall. Ms. Toomey hired an exterminator who originally found no sight of any animals. Ms. Toomey then heard animals again and had the exterminator out a second time who then inspected the entire building. Pictures of the inspection findings were sent to Ms. Perryman. There is a hole for an HVAC line that does not belong to Ms. Toomey, and she is requesting the hole be fixed. There are visible chew/scratch marks in the area of that hole. Ms. Toomey also noted an area of material flipped out that could be allowing entry to a squirrel or rat. Ms. Toomey has lived in Habitat for 18 years and has never had an issue before. Mr. Schmitt replied that he received the email with pictures from the exterminator today and other than the 3 areas Ms. Toomey has mentioned, there is no other evidence of infestation. Mr. Schmitt stated the Board will review all of the pictures and added that he agrees the HVAC line needs to be repaired; however the roof vent looks normal and they will review the siding again. Mr. Schmitt added that the exterminator found no infiltration or signs of an active animal, the most the Board can do is address the entry points. The Community's exterminators service rat traps monthly and have been for the past two years with a trap per building. Mr. Gibson added the rats are caused by neighboring communities. Ms. Perryman added Habitat is on a monthly service contract. Mr. Olney agreed with Mr. Schmitt that the Board will review the photos and engage contractors/pest control if/where needed. Mr. Schmitt noted the Community's exterminator report is not showing any activity of rats reported in the area of Ms. Toomey's unit in a long time. Ms. Toomey stated she definitely saw an animal in the HVAC hole. Mr. Gibson asked if that hole could be covered to which Ms. Toomey replied it has already been covered. Ms. Toomey added that her exterminator recommended a sort of PSA be posted for the entire building asking if anyone else had similar activity. Ms. Perryman replied other owners would also call and report sightings like Ms. Toomey has and Brodie has received no such reports. Ms. Toomey asked if Board officers would be elected at the upcoming Reconvened Annual meeting to which Ms. Perryman replied that none of the current members terms are ending this year, so they will not be up for vote until 2024. Ms. Toomey asked if notices of the Annual meeting can be sent via email instead of regular mail to which Ms. Perryman replied law requires those notices be sent USPS

mail. Ms. Toomey signed off at 7:45 pm and the Board voted to temporarily suspend the meeting. The Board meeting resumed at 8:02 pm.

### **III. Opening Comments:**

- Mr. Olney noted there are again left over items (a BBQ, 2 sliding glass closet doors) in front of 2034 Aberdeen Drive although they do not appear to have originated from that unit.

### **IV. Minutes:**

- Mr. Schmitt made a motion to approve the minutes from the December 15, 2022 Board meeting as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Schmitt made a motion to approve the minutes from the December 15, 2022 Executive session as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried. (note: Mr. Schmitt questioned the name of an owner quoted in the minutes and Ms. Perryman confirmed that name was correct.)

### **V. Financials:**

- Mr. Schmitt did not close the Edward Jones account; however, all funds have been transferred to the cash account with Brodie. Mr. Schmitt spoke with Alliance who only work with HOA and COAs. A package of information was sent to the Board last night. Alliance can set up whatever account the Board chooses, they offer hundreds of options. Their accounts are fully FDIC insured so there is no concern about a \$250,000 maximum. Mr. Schmitt is leaning towards creating a 6-month (3-3.15% rate) and 12-month (4.25% rate) account, rates change every Tuesday. The other option would be for Mr. Schmitt to shop rates at other banks the old fashioned way. Mr. Olney thinks it is time consuming to constantly have to shop rates, set up a new account, etc. and welcomes the idea of one person who can handle all of the accounts/rates moving forward. Mr. Olney stated if Alliance meets the needs for Habitat, he has no objection but would like to see their current rates. Mr. Schmitt replied the benefits of Alliance are no more signature cards, ID copies, driving with a large check and with the new law Mr. Schmitt is required to go into the bank every 6 months or they freeze the account. Mr. Olney asked if the Board could open an account without making a purchase to which Mr. Schmitt replied probably but why. Mr. Olney clarified the Board would vote to approve tonight and then Mr. Schmitt can handle moving the money when he is able. Mr. Gibson does not want to have \$200,000 sitting in a money market account not earning interest and asked if Alliance has good money market rates. Mr. Schmitt replied he believes they are around 1 – 1.5% and added the Board may consider moving the other money market accounts to Alliance also if they are happy with them. Mr. Olney made a motion to open an account with Alliance starting with CDs for now and the Board will re-review other options for money market accounts at a later time. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Schmitt sent the first draft of the reserve study to the Board and asked that they review it as soon as possible and provide feedback. Mr. Schmitt stated there is only a short time to provide feedback/ask questions before the study becomes finalized. Mr. Schmitt proposed the Board have a working session to thoroughly review the study as he has some big questions. Mr. Thomasson agreed. The Board voted to suspend the Board meeting for a short working session regarding the study at 8:17 pm. The meeting resumed at 8:51 pm.

### **VI. Brodie Management's Operations Report:**

- There were resale packages requested for 2053 Happy Lane and 2062 Happy Lane.

- Violations were addressed during the Show Cause Hearing before this meeting.
- Architectural Request – 1720 Leisure – The owner still has not responded to questions 2, 4 and 6 asked by the Board.
- Building 27 – a proposal was received on January 10<sup>th</sup>. Currently waiting for a date from Katchmark.
- Drainage estimates are on hold for now.
- 2073 Happy – meter stack – currently awaiting the permit from AA County – the unit is hooked up to the communal meter stack for now, the Board should anticipate a higher bill until the stack is replaced.
- 2053 Friendly – Owner reported a power issue which was found to be caused by the breaker (owner responsibility). Calvert is currently waiting on AA County for the permit to complete the meter stack replacement. Other repairs are complete. The owner has already paid the chargeback although they were unhappy about the high holiday cost (total of \$2400 at \$400 an hour).
- 1743 Leisure – Larry with Aggressive completed sidewalk repairs. All repairs by Drain Pro/Alpha are complete and have been inspected by the County. The permit is officially closed out. The garages are next on the list. Paving patches will be done in the spring when the weather is warmer.
- 2056 Friendly – The owner of 2056 was out of town when their washer hose burst causing a flood with water running for 12 hours. There was also interior damage to 2056 and their garage as well as the garage of 2062. The damages exceed \$10,000. An insurance claim was originally filed until the renter disclosed 3 weeks post leak that they had renters insurance so the claim was stopped. The plan is to reopen it to cover the amount over \$10,000. Mr. Schmitt asked how much over \$10,000 to which Ms. Perryman replied the ball park total cost is \$15,000. Mr. Schmitt would like the Board to review final costs before deciding whether or not to involve insurance/reopen the claim. Ms. Perryman replied the invoices are anticipated next week, the insurance company will just need to be notified of the Board's decision as they were anticipating the claim being reopened. All mitigation is complete on the damaged areas and everything is dry. The repairs for 2062's garage are scheduled to begin next week. The owner of 2056 is opting to make improvements/betterments which are being done at their cost through their own contractor.
- 1720 Leisure – Owner emailed again about puddling on her sidewalk, Mr. Olney will check again but has not noticed out of the ordinary puddling. The owner also questioned the chargeback which was sent to collections. The owner sent pictures of the puddling today which Ms. Perryman will forward to the Board.
- 2062 Happy – The owner is in the process of selling the unit and called about possible termite damage. Economy inspected and found no sign of termites or termite damage. The owner was notified of findings and has not replied.
- Mr. Hickey emailed about sidewalk puddling concerns due to ice and complained about the timing of the garage repairs. The email was forwarded to the Board. Mr. Olney stated Mr. Hickey needs to contact the owner of the originating leak (1720) about his garage belongings.

## VII. Open Items

- Mr. Schmitt and Mr. Olney discussed the water bills for 2054 Happy and determined the hose bib repairs seem to have been the solution to the high water bill. Mr. Schmitt made a

motion to notify the owner the problem is solved and that the Board will cover the water bill previously considered to be the owner's responsibility. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.

- 2023 Roof Replacement – Building 16 on Leisure Way was suppose to be the roof replaced last year but it was deferred due to the roof problems of building 27. Building 16 is now on schedule for this year. Mr. Schmitt proposed having Katchmark provide a bid for consideration. Mr. Olney asked if the Board should consider 2 roof replacements this year. Mr. Schmitt replied that the driveways are still being paid for, the high cost of a roof replacement and the new reserves laws, he is reluctant to do more than 1 this year. Mr. Gibson is reluctant to do any replacements this year and proposes having the bid requested and the Board then consider if it is necessary this year. The Board agreed.
- Ms. Perryman reported there is a new person handling collections at Brodie and all accounts that should have been forwarded to collections per the collection policy have been sent to the attorney. Ms. Perryman will forward to the Board the email sent to Elmore requesting the collections on which accounts.
- Mr. Olney asked what the Board would like to do about the BBQ and closet doors discussed earlier. Ms. Perryman confirmed all other leftover bulk items were removed after last meeting. Mr. Schmitt will reach out to the County to see what bulk item pick up options are available right now.
- Mr. Schmitt will reach out to Elmore regarding the reserve study questions that were discussed during the working session.

**VIII. Adjournment:** Mr. Thomasson made a motion to adjourn the meeting at 9:15 pm. Mr. Olney seconded. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A will be the held-on **February 23, 2023 following the Reconvened Annual Meeting at 7:00 p.m. via Zoom conference call.**

These minutes were recorded and transcribed according to accepted business practice  
and were read/edited for accuracy by the Board prior to distribution.  
Habitat 1 Section A, January 26, 2023

Approved as written: RB Olney Date: 04-24-23

Approved as amended: \_\_\_\_\_ Date: \_\_\_\_\_

Minutes respectfully submitted by Brittany Stoltzfus.