

Habitat 1 Section A
Board Meeting Minutes
December 11, 2025

The December Board of Directors meeting for Habitat 1 Section A was held on Thursday, December 11, 2025 at 7:00 PM via Zoom conference call.

Present:

Patrick Schmitt	President
Larry Thomasson	Vice President
Scott Gibson	Secretary
Andrea Merchant	Brodie Management
Brittany Stoltzfus	Transcriber

I. **Call to Order:** Mr. Schmitt called the meeting to order at 7:12 PM. A quorum of the Board was established.

II. **Minutes:**

- Mr. Thomasson made a motion to approve the September 18, 2025 Board meeting minutes as presented. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Thomasson made a motion to approve the September 18, 2025 Closed session minutes as presented. Mr. Schmitt seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Thomasson made a motion to approve the October 16, 2025 Board meeting minutes as presented. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Thomasson made a motion to approve the October 16, 2025 Show Cause Hearing minutes for 2151 Happy Lane as presented. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Gibson made a motion to approve the October 16, 2025 Closed session minutes as presented. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Thomasson made a motion to approve the January 30, 2025 Show Cause Hearing minutes for 1735 Leisure Way as presented. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Thomasson made a motion to approve the January 30, 2025 Show Cause Hearing minutes for 2058 Happy Lane as presented. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Gibson made a motion to approve the May 15, 2025 Show Cause Hearing minutes for 2071 Happy Lane as presented. Mr. Schmitt seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Thomasson made a motion to approve the November 20, 2025 Board meeting minutes as presented. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Gibson made a motion to approve the November 20, 2025 Closed session minutes as presented. Mr. Schmitt seconded the motion. All in favor/none opposed. Motion carried.
- Mr. Thomasson made a motion to approve the November 11, 2025 Show Cause Hearing minutes for 1720 Leisure Way as presented. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.

III. Chargebacks:

- Mr. Thomasson made a motion to approve payment of Roger McGraw's deck inspection invoice for \$125 which should be charged back to the owner of 2058 Happy Lane. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.
- Ms. Merchant will forward the 2071 Happy Lane chargeback letter and account ledger to Mr. Schmitt. Additional discussion in Closed Session.

IV. Management Report:

- Pending RFPs –
 - i. Landscaping/Pest Control – The Board has not decided on these RFPs. The landscaping RFP is on hold because of snow removal not being offered by the company the Board was considering. Habitat will have to stay with Ruppert through the end of this snow season.
 - ii. Pest Control – Novex did not provide contract proposals; however, Novex did handle the mouse traps in September. Economy and Neds provided proposals; the Board will review and get back to Management.
- Landscaping – Ruppert has completed one leaf removal, the second will be done next week and the third will be around Christmas. Ruppert claimed there were some trees that were late dropping leaves so removal was delayed ensuring everything was covered. Ms. Merchant will confirm with Ruppert whether leaf removal is weather permitting considering the snow in the forecast late this week. Ms. Merchant will push for Ruppert to remove the bags of leaves that the County will not pick up in plastic trash bags. Ms. Merchant will advise Ruppert the bag removal should not be charged as the leaves should have been removed by Ruppert already.
- Fireplace Letters –
 - i. 2062 Aberdeen Drive – The owner (lives offsite) has not replied to the letter mailed November 7, 2025. Mr. Schmitt made a motion that if no response is received by December 15th, a Cease and Desist should be sent. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
 - ii. 1729 Leisure Way – The owner has not replied to the letter mailed in early November. Mr. Schmitt made a motion that if no response is received by December 15th, a Cease and Desist should be sent. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
- 1733 Leisure – There was a hot water heater leak from 1733 Leisure Way into the garage of 1737. The garage has been dried/mitigated, the new drywall will be installed after the holidays. Ms. Merchant spoke with residents from 1735 and 1739, aside from a temporary lighting issue which has been resolved, no other damage was reported. The water heater in 1733 Leisure was replaced.
- 2053 Friendly – Roger McGraw inspection determined the front door needs to be replaced (owner's cost due to lack of maintenance) and the slider door needs to be replaced (Association responsibility). The Board will vote on the McGraw proposal to replace the slider via email. A letter needs to be sent to the owner explaining the inspection results and informing him the front door needs to be replaced at his cost.
- 2036 Aberdeen Drive – All items have been addressed except for the porch light/vent. Mr. Schmitt provided Management with a letter today to respond to the owner's recent architectural request submission. The dryer vent needs to be moved back to the original location. The current vent is causing damage to the light, window, and possibly the door.

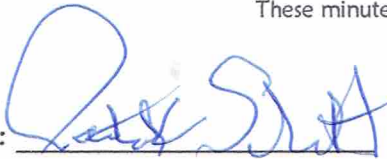
V. Old Business:

- 1707 Leisure Way Roger McGraw Invoice – Roger McGraw's inspection confirmed the windows are showing signs of failure with moisture between the panes. The owner has submitted a proposal from Thomson Creek to replace the windows at her cost. The Board discussed concerns with Thomson Creek windows not lasting. Mr. Schmitt did respond to the original architectural request with a temporary denial, so a response was sent within the 60-day deadline. The Board will investigate this further.
- 2073 Happy Lane – A year ago the owner reported her concrete patio was raising up due to water puddling and a nearby tree. GMC provided a proposal at that time for ~\$12,000 to replace the concrete patio. The tree was removed and flooding was corrected with the new retention pond. Mr. Schmitt and Mr. Olney both remember a letter being sent to the owner; however, a copy of the letter has not been found. The patio is not original to the unit and was added by a unit owner at some point. Originally all units had a wood platform which would only cost ~\$3,000 to replace. Mr. Gibson and Mr. Schmitt agree it is not the Association's responsibility to replace the patio. The Association would only be responsible for the walkway/stoop that is not cracked or raised. Mr. Schmitt will keep looking for the letter that may have been sent last year and check with Kathleen in case the attorney's office sent the letter. Also, the owner of 2073 recently received an invoice from Serve Pro for work done after 2071 Happy's flood in May. Ms. Merchant will forward the invoice along with other outstanding invoices for 2071 to Mr. Schmitt; another letter will be drafted to send to Ms. Davis.

VI. Adjournment: With no further business to discuss, Mr. Thomasson made a motion to adjourn the meeting at 8:13 pm. Mr. Gibson seconded the motion. All in favor/none opposed. Motion carried.

The Budget meeting for Habitat 1 Section A will be held on Thursday, December 18, 2025 at 7:00 PM 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, December 11, 2025

Approved as written:  Date: 1-22-2026

Approved as amended: _____ Date: _____

Minutes respectfully submitted by Brittany Stoltzfus