

**Habitat 1 Section A  
Board Meeting Minutes  
January 16, 2025**

The Board of Directors meeting for Habitat 1 Section A was held on Thursday, January 16, 2025 following the 2025 Annual Meeting beginning at 7:00 PM via Zoom conference call.

**Present:**

|                    |                                |
|--------------------|--------------------------------|
| Dick Olney         | President                      |
| Larry Thomasson    | Vice President                 |
| Patrick Schmitt    | Treasurer                      |
| Scott Gibson       | Secretary (present at 7:22 pm) |
| Andrea Merchant    | Brodie Management              |
| Brittany Stoltzfus | Transcriber                    |

- I. Call to Order: Mr. Olney called the meeting to order at 7:04 pm. A quorum of the Board was established.
- II. Minutes:
  - Mr. Schmitt made a motion to approve the December 19, 2024 Board meeting minutes as presented. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
  - Mr. Thomasson made a motion to approve the December 19, 2024 Closed session minutes as presented. Mr. Schmitt seconded the motion. All in favor/none opposed. Motion carried.
- III. Financials: The financial items to be discussed will need to be held for Closed Session.
- IV. Management Report:
  - Ruppert Report – The December 30<sup>th</sup> landscaping report was provided in the Board package. The Ruppert “snow report” includes emails outlining what services were approved. 2073 Happy Lane requested a one-time sidewalk clearing due to an injury, Ms. Merchant had Ruppert handle for the recent storm. The Weather Works report was also in the package. The Board discussed 2073 Happy’s situation and whether to add the unit to the snow clearing list for the remainder of this season. Mr. Schmitt made a motion to add 2073 Happy Lane to the snow removal list for 2025 and the Board will reinvestigate whether to keep the unit on the list for future seasons at the end of this year. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried. Ms. Merchant will notify Ruppert.
  - Calvert electrical meters – The list of the electrical meters to be considered for replacement was included in the Board package. Ms. Merchant included the list as “information only” unless there are any updates needed.
    - i. Ms. Merchant will follow up with the owner of 2048 next week if no information is received regarding changing the meter back to the Habitat account. The owner was notified there would be no reimbursement due to the tenant having the account changed erroneously.

- 2062 Happy Lane Door – Mr. Schmitt asked for an update, adding that he sent several emails requesting invoices of what has been paid to contractors for this unit: the situation dates back to 2023. Ms. Merchant responded that there was no invoice for the most recent work done and 3 old invoices were emailed a few weeks ago, Ms. Merchant will resend those invoices. Tomorrow, Mr. Olney will coordinate with Eli to have a carpenter look at the door.
- Live Oak Account – Brodie is asking for direction on what to do with the Live Oak bank account open with 58 cents. Mr. Schmitt explained that the account is used for checks when needed because Brodie does not offer electronic transfers. The account should be left open.

#### V. New Business:

- Water Main Break – There was an afterhours water main break 2 nights ago. The call to the Department of Public Works is recorded in the call log. Mr. Olney confirmed the crew was there today, dug up a portion of Leisure Way, repaired the leak, and very poorly repaired the asphalt. The Board agreed it would be best to get a photo of the poor repair and send a written request to the County to have the area properly repaved in the spring as the roadway was just repaved by Habitat and the current patch will not hold for long.

#### VI. Old Business:

- 2050 Happy Lane repairs – Brodie has not yet received an invoice from Roger McGraw for the ceiling repairs needed after the roof replacement. Once received, Ms. Merchant will forward the invoice. The 1701 Aberdeen Court nail pops were repaired. There were no reports from the other owners in the building of nail pops/ceiling damage.
- 1735 Leak – There have been no new reports since the temporary repair was made to the roof.
- Drain Pro/Cleanouts – Ms. Merchant will follow up tomorrow. The Board would like confirmation that all cleanouts were done and an update on what was found during the inspection. Drain Pro also promised a new map of the cleanout locations and a timeline on when each cleanout needs to be done (some will need to be done more frequently than others).
- 2025 Roof Replacement – Due to the recent winter weather, Katchmark has not been able to provide a price for the 2025 roof replacement. They are aware the Board would like to have it done as soon as the weather permits this year.
- Paid Invoices –
  - i. Mr. Olney noted there were bills for FedEx for Solomons Island; Ms. Merchant will make sure the invoices were not improperly charged to Habitat.
  - ii. Mr. Olney noted there was a significant increase to the State Farm Insurance policy premium (2024 - \$35,000 and 2025 - \$47,000). There was discussion about nationwide insurance premium increases and potentially shopping better policy options. This will be discussed further in Closed Session.
  - iii. Electric Bills – Mr. Olney noted some account invoices are significantly higher than others; most average \$20-\$40, some are \$60, but there was 1 for

\$144.54 for 2066 Happy Lane (included an outstanding balance). Mr. Olney asked Ms. Merchant to find out why the bill was paid late, noting even with a double bill the amount is higher than other buildings. There was discussion of what some residents are utilizing electricity for in their garages (space heaters, other living activities). Mr. Gibson stated Brodie should be responsible for paying the late fee for the invoice that was not paid on time. Mr. Schmitt agreed, adding that Habitat now must pay the insurance premium in one lump sum at the beginning of the year due to issues with Brodie not paying those invoices on time in the past when payments were spread throughout the year. Mr. Schmitt can ask Ms. Elmore what can be done with bills that are higher than normal usage rates. Previously Ms. Elmore said there was nothing that could be done because the 3 non-violating owners could not be penalized for 1 unit misusing the service. Mr. Gibson asked if the outlets could be removed from the garage. The units with garage door openers would be affected; however, it is very easy to move the opener to the unit's power. Habitat does not pay for any light poles, just the lighting on the side of the buildings. Mr. Schmitt noted there are 4 or 5 buildings that have electric bills over \$100. The Board agreed it is not easy to determine what is causing the surge in electric bills in certain buildings.

- VII. **Adjournment:** With no further business to discuss, Mr. Schmitt made a motion to adjourn the meeting at 7:58 pm. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A will follow the Reconvened Annual Meeting on Thursday, February 20, 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, January 16, 2025

Approved as written: Richard B. Olney Date: 02.20.2025

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

Minutes respectfully submitted by Brittany Stoltzfus.