

Habitat 1 Section A
Board Meeting Minutes
May 15, 2025

The May Board of Directors meeting for Habitat 1 Section A was held on Thursday, May 15, 2025 at 7:00 PM via Zoom conference call.

Present:

Dick Olney	President
Larry Thomasson	Vice President
Patrick Schmitt	Treasurer
Scott Gibson	Secretary
Kenisha McKinney	Brodie Management
Brittany Stoltzfus	Transcriber

- I. **Call to Order:** Mr. Olney called the meeting to order at 7:03 PM. A quorum of the Board was established. Ms. Merchant was directed to send a Management report/Board package prior to leaving for vacation; however, the requested documentation was not provided.
- II. **Minutes:**
 - Mr. Schmitt made a motion to approve the April 25, 2025 Board meeting minutes as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
 - Mr. Thomasson made a motion to approve the April 25, 2025 Closed session minutes as presented. Mr. Schmitt seconded the motion. All in favor/none opposed. Motion carried.
 - Mr. Schmitt made a motion to approve the 1735 Leisure Way (4/17/25), 1709 Leisure Way (4/28/25), and 2045 Friendly Place (5/1/25) Show Cause Hearing Minutes as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
- III. **Old Business:**
 - The son of the owners of 1735 Leisure Way called today and stated his parents do not speak English and he has been out of the country. He requested the fines imposed be waived. Mr. Schmitt made a motion to table the request until the owners provide a fee abatement request in writing. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
 - Ms. McKinney reported all letters provided by Mr. Schmitt have been signed and sent the day they were received.
- IV. **New Business:**
 - Landscaping –
 - i. 1725 Leisure – Mr. Schmitt will provide pictures for Mr. Olney to send with the request that Ruppert remove the vines on the side of the building/wall during the next scheduled visit.
 - ii. Dead tree – Mr. Schmitt will look at the tree on the other side of Joyce's old yard to confirm the tree is dead.

- Old Bench – There is an old bench by 1739 Leisure Way that can no longer be used. The Board agreed to remove the bench. Ruppert will be asked to handle the removal.
- 1715 fenced area – The plat for building 3 does not match the unit. Mr. Schmitt and Mr. Olney will continue to research for the appropriate plat as the current fenced area does not match others in the area; however, the fence has clearly not been replaced recently. Mr. Schmitt has been unable to find any change requests for the fence.
- 1721/1723 Aberdeen Court – McGraw was asked for a new proposal to replace the rotted wood joints with new wood. The previous request to replace it with concrete would require extensive/expensive work. Repairing the base and replacing the wood should extend the sidewalk life until future sidewalk replacement can be done.
- Wire by the pond – Mr. Olney reported the hanging wire to Crofton Meadows; nothing has been done. Mr. Olney will follow up with Carla tomorrow.
- 2064 Happy outside light – No records of the outside light have been located. The light does not seem to work. Mr. Olney confirmed the light is controlled by a switch inside 2064; the prior owner installed and then deactivated the light at some point. There are two empty light sockets exposed. The Board agreed to ask an electrician to remove the fixture and place a cover plate when onsite next.
- Electrical Panels – Mr. Schmitt asked Ms. Merchant to ask Karl about replacing the next two scheduled panels. Mr. Olney will follow up with Karl. The two panels to be replaced next have been identified.
- 2040 Friendly Roof – The roof is sagging/wavy. Mr. Schmitt asked Katchmark to inspect the roof when onsite next month for the 1733-39 roof replacement. The 2040 Friendly roof was just replaced in the last few years. DHR will also be asked to check the roof.
- 2058 Happy Arch Extension Request – The owner of 2058 Happy has requested an extension on the deadline for his deck repairs. The owner has decided to hire a contractor, which prompted the need for a new architectural request form. Ms. McKinney has tried to explain to the owner why the new request is needed. The Board asked Ms. McKinney to contact the owner and offer a meeting onsite with the Board.
- Leisure Way cameras – An owner on Leisure Way has installed exterior cameras that clearly include neighbor's property (deck/fenced areas). The Board discussed a potential policy for camera installation requiring maintenance/removal be the responsibility of the installing owner and clarifying the cameras may not point at neighbor's property. Ms. Elmore will be asked for guidance on how to address the recently installed cameras and to assist in creating a policy.
- 2064 cable – There is a cable hanging along the gutter line that needs to be addressed. The owner will be sent a letter.
- Follow Up – Mr. Olney would like Brodie to create a system to ensure violations/hearings/etc. are being checked on in a timely manner, with reminders to the Board of approaching due dates. Ms. McKinney will show Ms. Merchant the spreadsheet she uses for another property to make sure deadlines are met and items are followed up on as needed. Ms. McKinney noted this system also allows the Manager to send reminders to owners as due dates are approaching for better responses.
- 2036 Aberdeen Door proposal is still pending.

- 1735 Leisure Roof Replacement – Mr. Schmitt will follow up on a schedule for the roof replacement anticipated for early next month.

V. **Adjournment:** With no further business to discuss, Mr. Olney made a motion to adjourn the meeting at 8:11 pm. Mr. Schmitt seconded the motion. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A will be held on Thursday, June 19, 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, May 15, 2025

Approved as written: Richard B. Olney Date: 06-19-2025

Approved as amended: _____ Date: _____

Minutes respectfully submitted by Brittany Stoltzfus.