

FERNBANK UNIT OWNERS ASSOCIATION

P. O. Box 1642
Shepherdstown, WV 25443

**FUOA Executive Board Meeting Minutes
Online Meeting via Zoom
October 6, 2020**

The Board Meeting was called to order at 7:00 PM by President Lisa Beard. The following Board Members were present electronically, constituting a quorum for the conduct of business: President Lisa Beard, Vice President Bruce Lapham, Treasurer Lex Miller, Secretary Tim Whetzel, Steve Schatken, Bob Beckett, Judy Moore, Jim Stovall, and Julie Siler.

September 1, 2020 MEETING MINUTES

Upon a motion by Bruce Lapham, seconded by Lex Miller, the September 1, 2020 Board Minutes were unanimously approved.

ISSUES DISCUSSED

- A. Sinkhole concern between 57 & 99 S Tamarac Dr (*Sinkhole previously filled; owner has asked for referrals to have sinkhole addressed; also, a matter of whose responsibility, owner &/or FUOA, re. is the sinkhole on the public drainage way*).
- B. Letter to Raye Marder (*Regarding mowing after 5 PM on Saturdays*)
- C. Neighbor concerned about political banner (*further clarification/discussion post-election in November EB meeting*).
- D. Future meeting dates (*tbd*)
- E. Draft Minutes to be sent to committee chairs in addition to EB members.

DIRECTOR AND COMMITTEE REPORTS

Treasurer (Lex Miller)

The financial position remains positive. The dollar amount for Accounting and Administration is higher than usual because the invoice included both Aug & Sept. Under Beautification there were consulting fees and tree removal expenses. Roads Committee expense were submitted and approved for repair of cracks in the asphalt road surface of all street in Fernbank. Emails have been sent to all unit owners who have not paid annual dues. A motion to approve the Treasurer's report was made by Steve Schatken, seconded by Bob Beckett, and unanimously approved.

Architectural Review Committee

Chair Jim Stovall reported:

During the past month the ARC has taken up the following matters:

1. Lot 9, Hackberry – ARC held a Concept Review online hearing on September 16 to discuss the application of Walt and Tracy Palmer to build a single-family home on Lot 9. Mr. Palmer, and our architect, Mark Orling attended, as did several adjoining neighbors. The committee heard discussion of the submissions required in the Guidelines, and on motion approved the Concept Review, subject to further clarification of the positioning of the proposed driveway. The next step will be the Preliminary Plan Review which goes into more detail. No date has been set, but the owner/builder looks forward to breaking ground ASAP as he is currently in temporary lodgings.
2. ARC has been made aware of several upcoming applications for approval of hardscape modifications, but as of this date they have not been received.
3. ARC was contacted by Kakie McMillan, lot 23, 82 N. Tamarac, inquiring whether, if they buy the adjoining undeveloped lot (lot 24) it would be permissible for them to add onto their house in a way that would utilize Lot 24. Obviously, such an addition would be subject to ARC approval, but combining the two lots is a potential Covenants issue, recalling our earlier discussion about combining Lots 9 and 10 to accommodate a single home. I consulted Steve Schatken of our Covenants Committee, and we agreed to bring this up for discussion at the October Board meeting.
4. The general topic of stormwater drainage from the horse farm behind Hackberry Circle has occasioned a great deal of discussion this month, both at the Palmer hearing and otherwise. Ms. Leekley, owner of 74 Hackberry Circle, lot 11, expressed deep concern that the development of lots 9 and 10 would exacerbate her longstanding drainage problems, which she has described at great length on the phone and by e-mails. At this point we feel that the plans for Lot 9 should not present a concern, but when a project begins to build on Lot 10, we can anticipate having, once again, to deal with this issue.

Beautification

Chair Judy Moore reported:

A description of the responsibilities for maintaining the common areas of FB was submitted to the Communication Committee. The detailed description as formatted by Scott Beard can be viewed on the Committee's new webpage.

The Committee has determined that a 3-year plan to replace the ornamental pear trees at the entrance is preferable to spending \$3000.00 every 2-3 years to prune and maintain trees that are in a state of decline. We have consulted with Shawn

Walker arborist/urban tree manager who has given us a couple of plans to consider along with a list of non-invasive native tree choices. One plan calls for a combination of screening evergreens and deciduous trees on the north side anticipating that the adjoining field owned by the Howards will eventually be developed. Once costs are determined and with Board approval, we will begin removing some of the trees in late winter in preparation for Spring planting.

Plans are moving forward on Hackberry Circle to widen the pavement. We have a price of \$5.00 per square foot from Walt Palmer's contractor which Gene K believes is a fair price. This can be done when the driveway to Lot 9 is completed. In the meantime, we will be removing some of the plantings to other locations such as in front of the utility box on Fernbank Drive where the butterfly bushes need to be replaced. There are several sizable evergreens in the circle that are being crowded, so now is a perfect time to do this, particularly before heavy equipment begins moving in for the construction of the house on Lot 9. Brightside will handle moving the plantings.

We are recommending to ARC that the list of acceptable trees and shrubs in the Design Guidelines be revised, removing some that are not appropriate as well as recommending newer hybrids that do well in our area and which are more suitable for our yard sizes.

Covenants

Chair Steve Schatken reported:

The Covenants Committee has reviewed the list of Board policies and submitted recommendations for consideration at the October meeting.

(Clarification and ongoing discussion with amended draft to follow for Nov/Dec EB meetings).

Communications

Piper Dankworth Sutton reported:

Committee information website updates - Committee members reviewed the website changes submitted by Committee Chairs and Beth Brough made those changes to the website regarding Committee responsibilities and members. We are continuing to make changes as chairs get back to us with more information including changes or updates to the individual committee pages. We will also be working with Betse and Cindy to create committee pages for the Welcome and Social Committees.

Scavenger Hunt – Next Steps - Since we received approval from the Board to go ahead with the website Scavenger hunt via e-blasts, the thinking is to begin the contest in November after the concept is announced in the November newsletter. This will give Beth time to come up with questions and determine a process for receiving responses, and suggest what guidelines to be used to determine winners. The contest would run from November through April with a question a month and the winners announced in April or perhaps the May newsletter. A suggested

budget of \$200 will be allocated to provide prizes from local businesses such as a dinner at the Press Room, a cake from the Sweet Shop, a bottle of wine from Grapes and Grain, etc.

Pet Directory - On behalf of the Board Lisa has asked that we look at producing a pet directory that would include a photo of the pet, the name and the owner's name/s. In discussing the concept, the idea of a pdf that could be sent via email or printed for the five residents that do not use email was considered to be the most cost-effective way to go about this. To aid in getting this project started the thought was to announce the project in the November newsletter asking residents to provide said information. We could then begin putting the directory together after the residential directory goes out in January.
(Further discussion for alignment with existing FUAO rules, also voluntary vs mandatory).

November Newsletter - Production of the November newsletter is underway and should drop the first or second week of November. Any board members who would like to contribute an article or idea please feel free to contact Piper.

Julie Siler has been meeting with Piper, and they have met with Betse Hinkley regarding the Welcome Committee and how the existing welcoming documents may be further supported.

Roads

Chair Gene Kelly reported:

The road lines will be painted 10/7/20. An email blast was sent out to residents reminding them to keep the roads clear and to weed whack any weeds growing over the lines.

Safety/Security

Bob Beckett reported:

No updates.

Secretary

Tim Whetzel reported:

No updates.

Social

Cindy Morrow reported:

No updates.

Welcome

Betse Hinkley reported:

1. Jim and Sue Dovel were officially welcomed to the community. They live on Reachcliff Circle.
2. New residents moved into the house on the corner of Fernbank and North Tamarac this past week. They will be visited in the coming days.
3. There continue to be three houses in the community for sale, one on Hackberry, one of South Tamarac and one on Juniper Circle.

Annual Deer Hunt

Tim Murphy reported:

The urban deer hunt is currently ongoing (Sept 5th through Dec 31st and then Jan 11th through Jan 31st). Fernbank will be notified of the total number of deer harvested at the conclusion of the season.

Additional Business

The next meeting is **November 4, 2020 at 7:00pm**

There being no further items, the meeting was adjourned at 8:27 PM.

Respectfully submitted,
Tim Whetzel, Secretary