

FERNBANK UNIT OWNERS ASSOCIATION

P. O. Box 1642
Shepherdstown, WV 25443

**FUOA Executive Board Meeting Minutes
Online Meeting via Zoom
February 1, 2021**

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, and Jim Stovall.

January 7, 2021 MEETING MINUTES

Upon a motion by Steve Schatken, seconded by Bob Beckett, the January 7, 2021 Board Minutes were unanimously approved.

ISSUES DISCUSSED

- A. Creation of an Organization & Structure Document for FUOA
(To be discussed at the March meeting by Julie Siler).

DIRECTOR AND COMMITTEE REPORTS

Treasurer (Lex Miller)

The financial position remains positive. In addition to standard expenses, this month's budget included fees for ARC, Beautification, and Roads (December snow removal). Outstanding unit owners' fees have been reduced, (4 owners with outstanding invoices). FUOA's Fiscal Year 2020 tax filings should be completed the first week in February. A motion to approve the Treasurer's report was made by Judy Moore, seconded by Bruce Lapham, and unanimously approved.

Architectural Review Committee

Chair Jim Stovall reported:

As of today, we have one ongoing project in process, two pending application that look good and that we are discussing with owners and two that are question marks.

1. Lot 113 - Reachcliff, Borkmans - Awaiting further information from Hobday before proceeding to Preliminary Plan Review.

2. Lot 76, Singletree - (between Beth Brough and Judy Holcomb), Owner Kristi Hendricks settled on Jan 21, has provided basic plans. Elisabeth Staro walked over the lot with her and her excavator and reports favorably. No official application yet. Owner is a single lady born in Jefferson County, whose sister lives near Leetown, very enthusiastic about Fernbank.
3. Lot 9, Hackberry Circle - (Lot purchased from Palmer) Owner, Rhonda McKinnon moving here from California to be near her brother, also very enthusiastic. Has gone to settlement, but no official application yet. She may use Walt Palmer's old plans, which might grease the process somewhat.
4. Lot 10, Hackberry Circle - Lot purchased from Palmer for a reported \$89,000. Purchaser also bought a Lot in North Hills for \$125,000! No contact with purchaser so far.
5. Lot 69, North Juniper - Lot was to go to settlement January 21, but have not heard whether it went through. Spoke with prospective owner in some detail earlier, looked at his preliminary plans which looked OK, but have heard nothing further since planned settlement date.

Cutting and Trimming - There has been a good bit of cutting and trimming going on, consisting of dead and dying Ash trees as well as pruning and underbrush. ARC has requested that owners notify us prior to such activity, even though our approval may not be required. Trees are precious to our community as a whole, and a tree, once cut, cannot be replaced during our lifetimes.

ARC approved a new deck railing for Gene Kelly, consistent with several other railings in the community.

The topic of mailboxes has come up several times with different owners. Covenants 10.1(s) prescribes a "strictly uniform" policy that obviously has not been followed, except as to villas (mostly). The Board discussed the evolution of mailboxes in Fernbank and took note of ARC's capacity to waive on a case-by-case basis the "strict uniformity" standard recited in the Covenants. The Board recommended that ARC take a common-sense approach that embraces tasteful diversity while guarding against extravagant display."

Beautification

Chair Judy Moore reported:

- A. I have prepared a list of tree removal companies for the website. Please review the language below.
"Below is a list of contractors who have provided services to FUAO owners in the removal, trimming and maintenance of trees. The list is intended to be informative only. The Board is not recommending any specific company.

We suggest that you get estimates from more than one provider as prices and equipment may differ considerably. Several use climbers for large trees, others have robotic equipment operated from the ground. Several companies have certified arborists on their staff.” *(language approved by the Board)*

B. We have had a series of electrical issues at the entrance. The photo cells which control the dusk to dawn spots had to be replaced as well as the bulbs. The GFIC’s were also replaced with weather resistant ones because they were tripping daily.

In addition, the breaker that goes from the box on the left and which controls the electrical outlet for the holiday lights on the golf course side began tripping. The electrician, Jerry Kingsberry, said that there is a short underground which is causing this and that the wire will need to be replaced. He offered these solutions.

On Wed, Jan 13, 2021 at 1:13 PM Jerry Kingsbury
<kingsburyelectricinc@gmail.com> wrote

Judy, the wire going from the breaker panel on the left-hand side of the entrance to the outlet on the right-hand side of the entrance is shorted out under ground and is tripping the breaker. Here are your options:

1 - Replace the wire from the panel to the outlet. You might be able to find a company that has the equipment to locate the short circuit and repair it.

2 There is a 2nd wire crossing under the road and going to the light fixture lighting the sign on the left side of the entrance. That light is currently controlled by a photocell along with the light lighting the sign on the right side of the entrance. I can remove the wire from the photocell that controls the light on the left hand and hook it directly to the breaker. This will give continuous power to the left side of the entrance. Then I can install an outlet next to the light fixture on the right side and install a second photocell to control the light. Then the existing outlet behind the sign will be capped off.

I don't have the equipment needed for options 1 so you would have to contact another company. I can do the work for option 2. Thanks.

I don't fully follow his explanation and am not sure this is in my purview. Roads and Safety? *(this overlap in responsibility to be transferred to Roads & Safety Committee for resolution).*

C. Flagstones donated by the Stovall’s were moved by Brightside to Juniper and Hackberry Circles. Currently they are stacked awaiting placement.

D. The boards supporting the sign on the left are rotting and need to be replaced.

Covenants

Chair Steve Schatken reported:

The Covenants Committee has circulated to the Board a draft notice of proposed changes to the FUAO Bylaws. After incorporating any revisions agreed to at the Board meeting on February 1, the proposed changes will be sent to all FUAO Unit Owners for comment. *(The Board agreed to the proposed changes to be sent to all FUAO for comment within 30 days).*

Communications

Piper Dankworth Sutton reported:

A. The February newsletter will be distributed by February 12th. We wanted to make sure we had time to include the results of the Deer Hunt (which ended January 31st) in this issue rather than waiting until the May issue.

B. The publication and distribution of the FUAO Member Directory has been postponed from January to February. With 7 resales in December and January, we wanted to make sure we had as many new residents and their information listed in the 2021 directory as possible. The directory should be out by mid-month.

Roads and Safety

Cory Klein reported:

A. Deer Hunt – 11 taken to date anticipate with snow no further will be taken before close of season.

B. Roads-

i. Spoke to Andy at SVFD. He currently has no issues or complaints with the size of the circles and has no recommendations on expansion.

I believe these circles may be too small for inexperienced garbage and recycling truck drivers as I have witnessed them cutting them short and definitely higher traffic than FD.

ii. Reached out to Wayne concerning roads on Ice Storm no salt or plowing was put down based on the concern as a non-issue storm and the rain washing it away prior to it being effective.

iii. Shed some light on Reachcliff with a fixed street lamp.

iv. Placed some snow sticks out on Singletree to prevent yard damage from snow plow.

v. Reviewed proposal for road pavement recommended for 2022. I believe we can stretch this out another few year, and then get a bid out there for proposal.

C. Safety – “There was concern about an open fire of burning limbs near Fernbank Drive. It was determined to be a controlled fire on Bill Howard’s property, and therefore not part of Fernbank’s jurisdiction.”

D. Pet matters

i. Request purchase of more signs and posts for pet waste pick-up. The board approved 4 new signs/posts.

ii. A unit owner expressed concern that pets are being walked on the golf course’s private property. The FUAO agreed to contact The Club at Cress Creek about this; we will use their guidance to put a reminder in the next newsletter.

iii. Phone call about aggressive Weimaraner in Cress Creek.

Secretary

Tim Whetzel reported:

No updates.

Social

Cindy Morrow reported:

No updates.

Welcome

Betse Hinkley reported:

A. Robin and Diana McCauley were officially welcomed and given copies of the Covenants, By-Laws and Design Guidelines. They live at 30 Juniper Circle.

B. Douglas and Carol Allenmong will be moving into 207 South Tamarac Drive after February 8, 2021.

C. New owners of Lots 113 Reachcliff, 76 Singletree, 9 & 10 Hackberry Circle will be welcomed as part of the ARC building process.

Additional Business

The next meeting is March 1, 2021 at 7:00 pm.

There being no further items, the meeting was adjourned at 8:28 PM.

Respectfully submitted,
Tim Whetzel, Secretary