

Board of Directors, Riverview Estates HOA meeting – March 19, 2016

At: Magnolia Café

Time: 10AM

Present: Joseph Yili, Stephen Swierczek, Steve Halstead

Agenda Items:

- 1) **Stormwater Pond Maint Contract** – Solitude – Revised w/ \$600 savings  
Reviewed and approved. SH to sign and submit to Solitude.
- 2) **Lawn care solicitations** – SH will send out RFPs to 4 or 5 vendors ASAP
- 3) **Snow removal reimbursement** – SH will get with SC to submit to DelDot
- 4) **Annual meeting date** – May 12 is Thursday after Mother’s Day, May 19 is the alternate date – Agenda will be proposed and to be approved by email.
- 5) **Welcome packet assignment** – Mr. Yili was given material to distribute
- 6) **Small pond fountain - \$250 in budget** – SH will order new pump motors – actual cost is closer to \$500.
- 7) **Entrance sign (\$2,000 in budget)** – JY will get with Bob White to discuss alternatives
- 8) **Lighting and surveillance issues for pavilion area - \$1,000 in budget**  
SH will get with SC and speak to SC’s son about options for a video surveillance system for the pavilion. SH will meet with county person to have light installed adjacent to the announcement board at the pavilion.
- 9) **Late dues – waiver of late fee x 30 days**  
\$4,347 pending which includes (20 x \$16 = \$320 late fees)  
It was decided that we cannot do this without making more work for Joanne.  
We also determined that this would be unfair to all those who pay on time.
- 10) **Advisory Council** – it was agreed that SH would contact individuals who have been Board members in the past and others in the community to serve in an advisory capacity. SC will set up a separate listing of these people and emails would be sent out asking for feedback on various issues. This would provide the Board with better support for any initiative they might consider.
- 11) **Nextdoor site** – mention in newsletter as great way to find service providers

- 12) **Autopay - Intuit changes.** SC will see if there are any changes that will significantly affect our processes. Looking into the options for including the \$5 fee automatically if payor chooses credit card option.
- 13) **Spring Newsletter** – Water quality – contact Artesian and get updated report, cleaning up yards & green siding, remind re: trash container hiding, include announcement of annual meeting. If you want more, better and quicker information about the community you must provide an email address. Include offer of \$100 reward for information leading to catching the person(s) responsible for vandalism in the pavilion area.
- 14) **Board for coming year – who will run? (Terri Hodges)** - Plan is for Board to appoint Terri Hodges as a Director and then Steve S will resign his position. At the annual meeting Steve S, Steve H and Terry H will be on the ballot and Joe Yili will not run for another year on the Board unless a fifth candidate volunteers before or at the meeting. If a volunteer appears at the meeting, we would need to have that person provide their qualifications at that time prior to a vote.

**15) Violations and Concerns**

- a) 220 Lea – shed w/o siding yet and no County building permit (too close to property line), messy yard with lawn tractors out front – appears to be running a business. One more letter warning and then will report to the county.
- b) 285 Marcel – not sure if Davis property (they live in Florida) is in foreclosure. Will contact company that is responsible for maintenance. May apply lien in case there is a sheriff's sale. Unclear just how to proceed.
- c) Liens to be placed on three additional properties plus 285 Marcel.

Additional Items:

**Status of Stormwater Maintenance District** – the county must do their assessment and provide the plan of action for the HOA. Once any needed repairs are done, we can start the process of gathering signatures on the petition. Petitions were sent to Members/owners who do not live in Riverview Estates with the dues announcement letter. We got some back that were OK but some did not fill out the petition form correctly. We will try to contact them by email or phone to make necessary corrections.

Meeting adjourned at 11:30AM

Submitted: Steve Halstead