

RIVERVIEW ESTATES HOMEOWNERS ASSOCIATION

BOARD MEETING MINUTES

Tuesday, July 30th, 2024

Call To Order:

- Order called by VP Huestis at 6:10 p.m.
- Attendance of Board called.
- Present: Vivek Maharaj, Jan Echeverri, Daniel Huestis (VP), Bob Gentile (Treasurer), Alicia McDaniel
- Absent: Joseph Yili (Secretary), Mark Chagaris
- Also Attending: 10 additional HOA Members per attendance roll.

Old Business:

1. Minutes from annual meeting are circulating for review by the Board.
2. Minutes from last Board meeting are not available. VP Huestis advised regarding absence of available minutes and last meeting of the Board that was held mid-Covid

New Business:

1. Election of Officers
 - a. VP Huestis presented primary purpose of meeting was election of officers by the Board, deferred additional business to after election.
 - b. Nominations:
 - i. Vivek Maharaj nominated for President by Jan Echeverri, Seconded by Bob Gentile;
 1. Voice vote approved by Vivek Maharaj, Jan Echeverri, Daniel Huestis and Bob Gentile.
 - ii. Daniel Huestis nominated for Vice President by self; Seconded by Bob Gentile;
 1. Voice vote approved by Vivek Maharaj, Jan Echeverri, Daniel Huestis and Bob Gentile.
 - iii. Bob Gentile nominated for Treasurer by Daniel Huestis, Seconded by Jan Echeverri;
 1. Voice vote approved by Vivek Maharaj, Jan Echeverri, Daniel Huestis and Bob Gentile.
 - iv. Alicia McDaniel nominated for Secretary by Daniel Huestis, Seconded by Bob Gentile;
 1. Voice vote approved by Vivek Maharaj, Jan Echeverri, Daniel Huestis and Bob Gentile.

2. Debts, Dues, and Assessments Review

- a. Invoice received for salting of intersections in January 2024. Board discussion led to consensus that contract must be reviewed for the late submission of invoice where DelDOT reimbursement is no longer available (as advised by VP Huestis). President to contact Stephen Swierzick for copy of contract (*among other contracted services for which Steve is still point of contact with vendor*)
- b. Outstanding Annual Dues Waiver Requests: Discussion on what the request was based upon. VP Huestis clarified that the waiver was based on service not as board members but for other services provided to community (*Architectural Review Committee, Neighborhood Watch*). Requesting parties are now members of the Board, Pres. Maharaj withdrew request for waiver.
 - i. Motion to grant waivers requested raised by VP Huestis. No second, motion failed.
- c. Board policy on filing liens: Board confirmed longstanding policy to file liens for members more than 3 years overdue. VP Huestis to contact HJJF attorney for lien placements.
- d. 205 Saundra Street: Liens and/or dues unpaid on transfer of ownership in June 2024. Board discussion on whether contact and notice to current residents has been given. VP Huestis indicated only annual dues notices have been sent. Pres. Maharaj agreed to speak with residents to confirm situation before contacting HOA attorney to pursue lien or enforcement.
- e. 69 Lea Ave: VP Huestis advised payments on settlement agreement have not been made, requested confirmation to contact HOA attorney for filing of judgment and enforcement.
 - i. Motion by VP Huestis for seeking judgment/collection, seconded by Bob Gentile. Voice vote approved by Vivek Maharaj, Jan Echeverri, Daniel Huestis, Bob Gentile, Alicia McDaniel.

3. Community Governance

- a. Transition to HOA Management Company: VP Huestis advised that none of the companies responded with quotes for services. Discussion among Board members disfavored bringing in management company. Comment from members present was almost unanimous in opposition to proposal. Notice/Agenda for Special Meeting in August should include information on proposal or else notify members that the proposal has been eliminated for further consideration. Matter is tabled.
- b. ARC Guidelines, HOA Rules and Regulations:
 - i. VP Huestis thanked member for locating copy of proposed regulations from 2008.
 - ii. VP Huestis advised that the adopted rules need to be located and may be among HOA records kept by VP. VP Huestis to transfer HOA records to Board member Jan Echeverri for review of available documentation of adopted rules.

- iii. Comments from members on redistributing rules and regulations, adopting new rules, and future enforcement. VP Huestis discussed several considerations such as timing of rules being adopted, existence of violation before or after rule adopted, frequency of the violation in the community and need to update rules, and if any violations were done with or without ARC approval.
- iv. Member raised issue whether rules and regulations must be recorded to be effective. VP Huestis to review bylaws and deed restrictions on enacting rules and regulations.
- c. Amendment of Deed Restrictions and Bylaws: VP Huestis proposed comprehensive review of bylaws and deed restrictions by the Board for consideration of amendments in order to update governing documents. Board discussion favored a review of the operating procedures. Comments from members included favorable and unfavorable responses to making changes.
 - i. Board to circulate editable form for discussion of proposed changes from Board members to be discussed at next meeting.
- d. Neighborhood Watch Report – Pres. Maharaj
 - i. Banded application is being used by members. Kent County Levy Court neighborhood watch committee has advise us to communicate all reports to the Delaware Crime Stoppers application to help us and other in surrounding communities identify the disruption.
 - ii. Confrontations are still occurring regularly at the Pavilion late at night.
 - iii. State troopers are called but are generally unhelpful. State troopers advise the HOA Board must seek enforcement of the posted rules. Member suggestions to seek charges from personal threats rather than trespassing on HOA property.
 - iv. Avant Security Camera:
 - 1. Needs wi-fi extender to operate, Vivek Maharaj and Jose Echeverri both agreed to allow extender to connect to their personal internet connections.
 - 2. Camera would provide 360-degree visibility
 - 3. Members proposed using trail cameras with either SD cards or LTE phone plans; seek grant for cost of equipment.
- e. HOA Records: greater access needed; initial records transfer from VP Huestis to Echeverri for review of vital records.
- f. Review of Landscaping needs and Service: contract remains with same company. Review of contract by Pres. Maharaj to contact Stephen Swierzick.
- g. Community Events: Concern raised by Pres. Maharaj for insurance coverage on these events. Pres. Maharaj to obtain copy of liability policy from Stephen Swierzick.
- h. Homeowner Complaints:

- i. Dry Pond Maintenance: Board indicated at annual meeting they would look into the issue with Kent County and DNREC on mowing in dry ponds to reduce pest/vermin. No action taken or assignment given at meeting.
- ii. ARC Restrictions: Board indicated at annual meeting they would look into certain complaints for violations of ARC restrictions as well as denied approval for changes from ARC. No action was taken, or assignment was given at the meeting.

ADJOURNMENT

- VP Huestis moved to adjourn the meeting at 7:20, seconded by Bob Gentile.
 - Voice vote approved by Vivek Maharaj, Jan Echeverri, Daniel Huestis, Bob Gentile, and Alicia McDaniel.