



Minutes October 19, 2011

Attendees

Board Members:

Pete Appignani, Gap View Village, President
Neal Nilsen, River View Park, Vice-President
Nance Briscoe, Cloverdale, Membership Chair
Laura Taylor, Meadowbrook, Secretary

Additional Attendees: Barbara Rice; Bill Smithson, Martinsburg Station; Anna Nuzzo, Martinsburg Station; Tom Logan, Sleepy Creek Mountain Retreat Property Owners Association; Lyn Widmyer; Jennifer Syron, Chapel View; Suzanne Malesic, Patrick Henry Estates; Bob Tansill, Tusawilla Hills; Jacquelyn Milliron, Breckenridge

The meeting was called to order at 7:02 pm by Pete Appignani at Citizens Fire Company.

I. Approval of September 2011 meeting minutes

Nance Briscoe made a motion to approve the September meeting minutes as presented. Seconded by Neal Nilsen and approved unanimously.

II. Executive Reports

- A. Treasurer's Report** – Pete gave the update on behalf of Elliot Simon and reported a bank balance of \$2,110.09 as of October 7, 2011. Deposits totaling \$225.00 were made and there were no dispersals.
- B. Membership Committee** – Nance reported that the website is updated with a current membership list. Recently, Whispering Falls HOA and Rees Broome (law firm) joined EPOHOA.

III. Old Business

- A. Planning Commission Text Amendments** – The EPOHOA agreed to allow Jennifer Syron to be the organization's spokesperson on this issue. Commissioner Widmyer outlined some of the concerns with the proposed amendments, including, no posting requirements for the Cottage Industry/Home Occupation and Minor Subdivision regulations.
- B. EPOHOA Workshops** – Suzanne Malesic reported that the Charles Town restaurant, Dish, or the Mediterranean Café could host the workshops. The first workshop will be a general primer on the EPOHOA to let HOA officers know that the EPOHOA can provide information, but not necessarily solve its problems. The workshops will be discussed further at the January meeting with the intention of holding the first workshop in February or March 2012.
- C. Chapel View Study** –No discussion.
- D. Update on Rt. 340** – There is a plan being discussed that would move Shipley School Road 700 feet and require the removal of four homes and one business to accommodate new development on Rt. 340. The Planning Commission's final meeting on the topic will be held on December 6, 2011, at 7:30 pm at the Harpers Ferry KOA. This meeting will be citizens' last opportunity to comment on the proposed changes to Rt. 340.

IV. New Business

- A. Around the Panhandle Offer** – The publisher of the Around the Panhandle magazine contacted Suzanne about sending a complimentary copy of the magazine to all EPOHOA's members. It was an interesting offer, but the EPOHOA did not feel that it could provide names and addresses for all the member HOA's

residents. It was suggested that the magazine use the county mapping system to get the addresses and then send the magazine to "Resident" at that address. Suzanne will follow-up with the publisher.

- B. Municipal Services Act Legislation** – Jennifer Syron outlined several pieces of legislation other states have enacted to assist HOAs; topics addressed by the legislation included escrow assessments, priority liens in foreclosure, fidelity liens for property management companies, mandatory reserve studies conducted by the developer, increasing HOA dues without express member consent to meet new obligations, and amending declarations/by-laws with 30 days notice. Jennifer suggested that the EPOHOA pick one of the topics and present it to the WV Delegates as a model for the creation of new WV legislation to help HOAs. Suzanne Malesic made a motion that the EPOHOA allow Jennifer to prepare a paper on Municipal Services Act legislation and contact Tiffany Lawrence, or another representative, to propose the legislation. The motion was seconded by Neal Nilsen and approved unanimously.
- C. Title I Community Fair** – Jennifer reported that the Community Fair will be held at the Ranson Civic Center on November 17th from 6pm-8pm. Suzanne volunteered to man the EPOHOA table again this year and requested another EPOHOA member join her.
- D. Meeting Dates** – It was suggested that instead of doing one meeting per quarter at John's, the Saturday meeting be held in Berkeley County to make it more convenient for the Berkeley County EPOHOA members. Jennifer will contact the Martinsburg Library to see if we can use their facility on Saturday mornings. Neal will contact Citizen's Fire Company to see if we can continue to hold the regular Wednesday meetings there.

V. Projects

- A. Planning Commission Coordination** – No discussion.
- B. Jefferson County Emergency Services Coordination Plan** – This is an on-going initiative.
- C. Chesapeake Bay WIP (Region IX)** – No discussion.
- D. EPOHOA Website** – The website is being updated regularly; however, the meeting agendas and minutes are still missing.
- E. Subdivision Approval/Covenants** – Currently, bond release records are available for public review because they are handled by the Planning Commission. If the Planning Commission staff is granted the power to release bonds, the records would not be public information. This is of concern to the EPOHOA as bonds being released before all work is completed has resulted in some HOAs being left with unfinished roads, stormwater management systems, and/or amenities promised by the developer.
- F. Common Area Tax** – Neal reported that there have been no new developments in the case.
- G. Who's Who of Leaders in Jefferson County** – Nance is going to put pictures of the elected officials on the EPOHOA website.
- H. Legislation – HOA Dues Collection** – Elliot was working on this issue, but at this time there is no discussion.
- I. WV Chapter of CAI** – Pete reiterated that we need to get more members to join CAI so that we can have a WV chapter. This is especially important as it relates to legislation being passed in WV that aids HOAs.
- J. Resurrecting an HOA** - Move this to a "Parking Lot" since it is an issue EPOHOA is interested in but cannot help unless there is an inactive HOA that is trying to re-establish itself.
- K. EPOHOA Structure and By-Laws** – No discussion.
- L. Incident Reporting by Sheriff's Office** – Currently the data is kept on the Sheriff's website and Neal is working with the Sheriff's office to put the reporting data into a format that can be available to the public.

Motion to adjourn meeting made by Laura Taylor and seconded by Suzanne Malesic; approved unanimously. Meeting adjourned at 8:43 pm.