Mansion Farms Maintenance Corporation

Community Meeting

October 17, 2016

With a small attendance of 14 families, the Mansion Farms Maintenance Corporation was called to order at 7:20 p.m. at Troop 2 on Pulaski Highway on October 17, 2016 by President of the Board Roger McClurg. Board members in attendance were Jean Amundsen, Vice-President and Deeds; Karen Kambestad, Secretary; Michael Maricich, Landscape and Ponds Director; and Ray Ward, Member. Absent was Brendon Powers, Treasurer.

BUSINESS:

1. Introduction and Dues:

Roger welcomed the attendees and briefly noted the agenda for the night. He then proceeded to announce that the Board has decided it must raise dues to $200 annually to cover necessary expenses. The 1997 established dues is no longer able to cover the necessary items to maintenance the development. Nor can it cover some of the necessary projects such as: Trimming trees on the island on RC Peoples drive which is estimated at $1500; removing 15 dead trees, replanting trees, trimming trees and clean up under brush along the Mansion Farms Drive; landscape requirements around the ponds; cement repairs on sidewalks and parking lot spaces in the townhouse area; repair playground equipment; and replace signs .

Michael Maricich, Board member, continued to state that when Brendon Powers, Board Treasurer, and himself went to court for Board business, they met a judge who happened to also be on his own HOA. He was able to review our documents and stated that we could bring a vote at the annual meeting and obtain a 2/3 approved vote by person or proxy to make any changes to the documents. Therefore, the Board introduces this information now and will repeat in newsletter, website and Facebook so that the community becomes aware.

2. Budget Report

Due to Board Treasurer's absence due to work responsibility, Roger handed out the budget report to the attendees. (Copy attached to minutes) Recapping that the Board should be on budget this year even though two line items, Ponds and landscaping, has exceed the established budget. Ponds requirements had changed and it was necessary to contract with a new vendor. To date the ponds have been greatly improved. A community member requested that the Board contact the county concerning their pond due to smell and algae.

Landscaping exceeded due to an improvement around the townhouse parking lots and circles which will begin on Tuesday, October 19, 2016 to control future expenses, improve access in and out of vehicles and to improve owners the opportunity to remove snow easier for access to vehicles. This took Board members researching and planning over the summer to come up with the plan.

Roger continued by praising Brendon Powers for his great efforts to collect dues which currently has 398 homeowners paying and filing judgments against the others. This is a 96% collection rate! He has also controlled and supervised the budget so that we could plan the landscaping project and still keep the budget.

A community member asked if there was any further we could do on collections and Michael Maricich responded that by using judgments we expense only $35 per filing and the court claimed that until the homeowner sales that judgment is outstanding and will be paid at closing. Some of the homeowners are in bankruptcy and when that is closed we should get paid. But that is all we can do as a Board.

Roger continued that this year we have a line item for snow plowing but the vendor will only plow if the forecast indicates 2 inches on RC Peoples and Mansion Farm Drives; over 4 inches will done throughout the development and the Board can be reimbursed by state grants. He also stated the Board plans to have drums filled with sand so that community members could use especially along the bend from RC Peoples to Mansion Farm Drives. The weatherman claims it will be a bad winter so the Board is trying to prepare.

3. Guest Introductions and Discussions:

Roger than introduced State of Delaware, Senator for 1th District Nicole Poore. Senator Poore than handed out documents concerning the changes in our area for all to review (documents attached to minutes). Briefly she discussed that DelDot has many road improvements throughout the area. One that has begun is the Route 1 interchange that has already changed slightly. Coming is Route 72 and Route 71 intersection which currently has a BP gas station but will have on opposite corner a Wawa and Bank eventually. Both corners will have an enhanced beautification project to improve the area. RC People's industrial park has no applications to date.

State of Delaware Representative Earl Jaques was then introduced to join the conversation. He addressed the issues of Howell School Road. He mentioned that this project is behind schedule due to utility companies strikes; culvert company delivering the wrong size product; DelDot's schedules; and then needed to arrange all with school districts. DelDot is still on schedule to open an access to 896 but the project will not be completed until 2017. (Email from DelDot attached)

After questions and answer discussions which addressed:

if a member has issue or concern please email to either Senator Poore or Representative Jaques, and if pictures available please add;

Representative Jaques noted that RC Peoples homeowners trees will be trimmed by DelDot due to visibility issues and that the island could possibly be trimmed but the Board should consider this;

Representative Jaques drove around the development and submitted work orders to DelDot for all pot holes. Community members asked about the blacktop of Monticello and the need of other streets in the area. Both Senator and Representative mentioned that these items come from a state

line budget and needed their approval to complete . Both have requested that Mt Vernon be done in the spring with Monticello as the next when funds are available. The way the roads were paved caused a separation space along the center and this could be filled to help with deterioration of the roads if the Board can approve and submit a request to Representative Jaques.

Councilman William Powers for District 6 of New Castle County was then introduced to continue the conversation. He said the council has approved the Wawa and Bank designs but due to surveys will not begin construction for some time. Exits out of Mansion Farms Development were approved for RC Peoples to Woods Road many years ago but due to RC Peoples failure to construct the new buildings was never completed. Another exit from Mansion Farm Drive to 896 goes through a new community development and it was recently approved but no due date for construction has been established. Both Representative Jaques and Councilman Powers said that the development will have traffic delays when the roundabout is constructed next spring.

The guests were all thanked for their information and attendance.

4. Projects

Karen Kambestad then was asked to recap the coming landscaping project in townhomes which was previously mentioned. She said that Michael, Ray and herself worked on the project and will be done this week. Other items will be discussed at the next board meeting included: the bids for dead trees; trimming the island; and bids on cement projects for future planning.

Playground equipment appears to be in good working order except swings. These are planned to be repaired in the spring work projects.

5. Deeds

Jean Amundsen continued with a discussion on deeds. Jean asked if there were any new members attending and if they received all the necessary deed requirements. There was one member and they claimed they had all the information.

Jean continued to inform the attendees that the solar panel amendment had been filed, but reminded them that when installing they still needed to submit plans to the board for approval. This usually only takes a few days to approve if correct.

She thanked everyone for their submissions for all the improvements. We did have several homeowners that did not follow the deeds which required letters and even a few needed attorney reponsed prior to correctly. This is an expense the Board does not like to spend and she reminded everyone that letters from the attorney is $125 each. Please read deeds prior to any structures.

Jean continued that one of the most violations came from basketball goals and she is recommended that a vote in February's meeting change the wording to require the goals after 48 hours to be moved to rear of home of stored away.

Working with Karen, she said that most of the Boards information is available on the neighborhood website: **http://www.neighborhoodlink.com/Mansion_Farm** . Other communications is

available on Mansion Farm Facebook: **https://www.facebook.com/Mansion-Farm-Community-1439702762989735/?fref=ts** or the Mansion Farm/Caravel Woods Facebook: **https://www.facebook.com/groups/192734977519486/.** All these are monitor by both Board members.

Jean and Roger mentioned that waste companies have offer rates to the development and are posted on the neighborhood link. Waste Management is the most used by the neighbors and is offering the best rate currently.

6. Other notes

Roger reminded members that crime was around the neighborhoods this summer. The criminals were not too smart as they were found a sleep in cars with the stolen items. But he reminded everyone to lock your cars and close your garages for safety.

Board Elections will be conducted at the February meeting and we need at least 4 new members. Roger encourage everyone to participate and add your name for election.

Finally, next community meeting will be held February 6, 2017 at Troop 2 at 7 p.m.

Roger thanked all who attended and the meeting ended at 8:35 p.m.

Delaware Department of Transportation
Quarterly Legislative Update
August 2016

State Senator Nicole Poore - District #12

Update on Projects in Senate District #12

BR 1-308 on N378 Clark's Corner Road over Dragon Run
Project Description: Bridge deck and beam replacement
Project Phase: Design/Right of Way
Projected Construction Completion: September 2017
Project Update: Final design is underway and right of way acquisitions will begin in the fall of 2016. We will begin construction in the summer of 2017.

BR 1-680 on SR 141 Basin Road over US 13
Project Description: Bridge deck replacement
Project Phase: Design
Projected Construction Completion: August 2017
Project Update: Design is underway. We will advertise for bidding in the fall of 2016. Construction is scheduled to begin in the summer of 2017 and will be completed prior to the start of school. A new traffic pattern will be in place when the project is complete - the second through lane on SR 141 northbound will become both the exit lane onto US 13 northbound and the acceleration lane from US 13 northbound onto SR 141 northbound across the bridge.

***HSIP NCC, N54, Howell School Road, SR 896 to SR 71**
Project Description: Realign the intersections of 896 and Denny Road and Howell School Road; widen Howell School Road to add shoulders; provide a multi-use path to create better access to Lums Pond; Construct a roundabout at the intersection of Robert Peoples Boulevard and Howell School Road.
Project Phase: Construction
Projected Construction Completion: December 2017
Project Update: Construction is underway. The roadway closure will begin on August 22 and will be in place for up to four months

US 13, US 40 to Memorial Drive Pedestrian Improvements
Project Description: Improve pedestrian facilities and safety along the US 13 corridor.
Project Phase: Design
Projected Construction Completion: TBD
Project Update: Survey is complete. Design is underway. The project will be split into multiple phases for construction.

US 40 / SR 72 Intersection Improvements
Project Description: Reconstruct the intersection of US 40 and SR 72 to provide an additional through lane on SR72 and double left-turn lanes on US 40; re-align the intersection of Del Laws Road and provide a new traffic signal at its intersection with SR 72; improve the intersection of SR 72 and Broadleaf Drive to allow eastbound left-turns with an acceleration lane to access northbound SR 72.
Project Phase: Design/Right of Way
Projected Construction Completion: September 2019
Project Update: Right of way acquisition is underway. The project will be advertised for bidding in the spring of 2017 and advanced utility work will occur prior to road construction.

US 40 and SR 896 Grade Separated Intersection
Project Description: Install a grade separated intersection.
Project Phase: Design
Projected Construction Completion: TBD
Project Update: Conceptual design will begin in the fall of 2016.

US 40, Salem Church Road to Walther Road
Project Description: Provide an additional travel lane in each direction and multi-use paths on US40 from Salem Church Road to Walther Road.
Project Phase: Design
Projected Construction Completion: TBD
Project Update: Field survey is underway.

*HSIP – Highway Safety Improvement Program

Subj: **RE: Community Meeting Oct 17**
Date: 10/14/2016 2:07:03 P.M. Eastern Daylight Time
From: Richard.Palmer@state.de.us
To: KKambestad@aol.com
CC: roger@mcclurgstudios.com, jafancy97@icloud.com, powersv@verizon.net, maricich2@verizon.net, ray.ward@twilcoxlandscaping.com

Karen – Sorry for the delay in getting back to you. I will not be able to attend the meeting Monday night.

I have attached the latest minutes of our Stakeholder Meetings. I will also summarize where we are in the project schedule:

- The first Phase of the project included work on placing drainage pipes and catch basins from the East end of the project down towards SR 71 up to the entrance to Caravel Woods. This has not taken place due to Delmarva Power Electric's poles being in to poor a condition to hold for the contractor. Delmarva Power Electric (DPE) had to design a new pole line then install taller and deeper poles. This work is almost completed, and should be completed within a few weeks.
- During Phase 1 of the project, we were to widen the south side of Denny road, which included a new turn lane to SR 896 Southbound. Due to more than four utility problems, this work is incomplete, as you can tell by the utility pole in the middle of the Turn lane. We are waiting for DPE to change over a Comcast Service so that the pole can be pulled.
- During Phase 1 of the project, we were to construct the new Howell School Road from SR 896 to the entrance to Lums Pond. As you can see, most of the work has been completed with the exception of the tie in at each end. The tie in at SR 896 was delayed by Delmarva Power Gas (DPG). We waited on DPG to relocate some gas lines and valve pits. There was also a delay when we went to extend the two 54 inch pipes on 896 and found that the county Sewer line was not as deep as their plans showed it.
- During Phase 1, of the project, we were to tie in the new Meadow Glen entrance and close the entrance on SR 896. We have constructed the new entrance, but not closed off the entrance on 896 as we do not have the new Howell School Road connection at Denny Road complete.
- As part of Phase 1, we are replacing the pipe across Howell School Road with a box culvert. This work is taking place at this time and is why the road is closed between Lums Pond and SR 896. Once the water, two sewer force mains, gas line, and DelDOT Traffic communications lines are lowered and reconnected, the new box culvert can be placed. (I am sure you are interested in when you can get to 896 on Howell School Road). We have a plan A and a plan B for opening Howell School Road.

1. If all the intersection work at SR 896 and New Howell School Road is complete when the box culvert work is complete, we will complete phase 1 and open up in December the new section of roadway.
2. If the intersection work is not complete at 896, by early December, we will complete the box culvert work and reconnect the roadway to the existing Howell School Road prior to Christmas. Then in the Spring, when the intersection work is complete, we will make the final connection to the new light at Denny/Howell School Road.

- The next phase of work includes the work at the intersection of Denny Road and SR 896. In Phase 1B, we detour Denny Road traffic to turn south onto 896 while we make improvements to the intersection. This work also includes widening the southbound 896 left turn lane onto New Howell School Road and when the intersection is completed, closing off the existing Howell School Road turn lane.
- As the Roundabout is one of the last items to be completed, I don't have a time frame for that work. But it looks like it may start Summer 2017.

I have condensed a very complicated project into a few short bullet points. Please do not hesitate to call me if you have any questions.

Thanks,

Rich Palmer
(302) 326-4411

Transparent Efficient Accountable Measured

From: KKambestad@aol.com [mailto:KKambestad@aol.com]
Sent: Tuesday, September 06, 2016 3:16 PM
To: Palmer, Richard (DelDOT)
Cc: roger@mcclurgstudios.com; jafancy97@icloud.com; powersv@verizon.net; maricich2@verizon.net; ray.ward@twilcoxlandscaping.com
Subject: Community Meeting Oct 17

Dear Mr. Richard Palmer,

You are cordially invited to attend Mansion Farm's Community Meeting on October 17, 2016 at 7 p.m. at Police Troop 2 on Pulaski Highway.

If you wish to present anything, please let me know.

Thank you,

Karen Kambestad
Secretary
Mansion Farms Maintenance Corporation

STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
800 BAY ROAD
P.O. BOX 778
DOVER, DELAWARE 19903

JENNIFER COHAN
SECRETARY

Subject: Contract T2005-041-10
FAP No. ESTP-N54(04)
HSIP NCC, N54, Howell School Road, SR 896 to SR 71
Stake Holders Meeting No.6 - Meeting Minutes

Date: September 27, 2016
Time: 11:00 a.m.
Location: Project Field Office at 2440 Red Lion Road
Kirkwood, DE 19708

Note: New Items will appear in Bold Face Type

Attendees:
Rich Palmer – DelDOT Group 1 Construction
Rich Roberts – DelDOT Group 1 Construction
Mike Steimer – Pennoni Assoc.
Kyle Clevenger – Pennoni Assoc.
Tom Sarnecky – Clairborne
Spencer McDowell – Century Engineering
Donald Walton – Rose Hill
Shant Karakashian – Meadow Glen
James Wilson – Caravel
Theresa Banner – Clairborne

Project Schedule: As of September 27, 2016: 208 out of 693 Calendar days complete

The meeting was called to order at 11:05 a.m.

Rich Palmer (the Area Engineer for DelDOT) reviewed the last meeting minutes making note of the updated progress. The following are the highlights of this discussion;

Project Status

- US 896 / Denny Road - Utility Relocations
  - In 3 to 4 weeks, Verizon should be out of the way of work on Denny Road. Work on Denny Road is delayed until they move. **Now Comcast is holding up the work. There was a miscommunication between Comcast and Delmarva Power Electric. A request to change a service from one pole to another was not put in. This has been put in and our Utility Section is working to expedite the change of service request. As soon as the service is transferred, Verizon can complete their moves.**
  - Unforeseen Gas / swale impacts along Denny Road and 896. Delmarva Power Gas is scheduled to start within a few weeks on relocations. The gas work on Denny Road is complete. **The work to lower the NCC sewer force main has started. The contractor is starting the tie-in today. This requires them to drain the existing force main prior to cutting the pipe and making the connection. Once this work is complete, Mumford & Miller will then be able to start work on extending the twin 54 inch drainage pipes that are under SR 896.**

- Howell School Rd - Drainage
  - Delmarva – holding poles to facilitate drainage construction from Caravel Wood to the East. Delmarva Power Electric has decided to replace some of the older poles as they don't think the old poles will survive the construction process. We expect them to start sometime in August. The new pole line has been designed and Delmarva Power is putting the work into their schedule. **Delmarva Power has started to replace the poles. Once this work is complete, both Verizon and Comcast have to move to the new poles before Mumford & Miller can start on the drainage work.**

- New Howell School Rd construction
  - Work is progressing well. **The road was closed on 8/23/16. Prior to closing the road, we put extra pavement at the entrance to Lums Pond so that school buses can make a U-turn. The contractor is now in the process of running new sanitary sewer lines (one 8 inch and one 12 inch) and a water line. These have to be bored under the existing cross road pipe. Because of the size of the pipes, the boring contractor has to make several passes, to get the size they need for the different pipes going in.**
  - Gas valve relocation – at new Howell School Road & US 896 Intersection, could delay work in this area. **Brandywine Construction Company is on site today to start work on the Delmarva Gas relocation work. We don't have a timetable for them to complete their work.**

- Meadow Glenn
  - Entrance Construction
    - Sign at new entrance location – He is hoping to get the same firm who made the original sign to make the new signs. The shop drawing for the sign was presented to the Shant Karakashian at the meeting along with a color sample. It was requested that he provide written approval or comments prior to the next

meeting. **The new sign color was approved by the civic association and the approval has been given to the contractor to start fabrication. There is no inspection during the fabrication process, however, when we know that it is complete, we will ask the contractor to provide a review prior to placement.**

- **The lighting of the entrance sign was discussed. DelDOT and the Designer met with Delmarva Power on site to discuss. There are three options for the lighting. Delmarva Power stated that they could not take power from the existing street light on the corner of the new entrance. So the three options are:** in order of highest to lowest expense and disturbance to personal property
  1) **– Run electric from the existing two transformer boxes in the neighborhood.**
  2) **– Run electric from the existing pole on SR 896.**
  3) **– Provide solar lighting for each sign.**

  Shant will bring this back to the community to see which they would prefer.

General Notes

- **There was discussion about the removal of the barrier on SR 896 southbound. Today, the contractor was paving the south side of Denny Road. Along with this, they paved around the island for the turn lane from Denny to SB 896. It was noted that due to a utility pole in the turn lane (see Denny Road utility issues) we could not open up the turn lane to SB 896. However, as soon as the subcontract places the guardrail on that corner, we could in theory remove the barrier. As the contractor would rather only move the barrier once, they may wait until they are ready to work on the intersection between SB and NB 896 at Denny road before removing it. We are working with our safety section and the contractor to see if the barrier can be moved sooner.**

Outstanding Issues;

- Shant Karakashian, Meadow Glen HOA President, asked when the existing Meadow Glen community sign will be removed. Rich Roberts stated the new sign will need to be removed in the upcoming months so the contractor can perform grading around the existing Sweet Hollow Drive entrance. Shant asked about DelDOT placing a temporary Meadow Glenn sign. Still no date for this work yet. DelDOT will work with the community to make sure a sign is in place, even if it is a temporary sign. **No Change**

Being no further business, the meeting was adjourned at: 11:48

Next stakeholder's meeting Tuesday (10/25) 11:00am
It is intended that these meetings will be scheduled for the last Tuesday of each month