

DOVE POINT HOMEOWNERS ASSOCIATION MINUTES
HOA Open Meeting 8/4/2022
J-town Police Dept – 6 pm EST

Present:

Chad Bertrand, President (via phone)
John Hatton, Treasurer
Daryl Martin, Member-at-large – Acting President
Denny Ransdell, Member-at-large
Mary Cooksey, Member-at-large
Duane Grant, Member-at-large

Absent:

Beth Gillon, Secretary
Nicole Etienne
Paul Biegert

Guest:

Jeff Gard
Steve Schoen
Steve Riesen
Phyllis Collins

Meeting Called to order at 6:05pm EST by Daryl Martin

Meeting Minutes:

Meeting minutes from 6/6/2022 were reviewed and approved without any changes.

Treasurer's Report:

See attached report

John has submitted all of July info to Payrite. There were seven checks written in July and we have a balance of \$62,368.00 as of July 30, 2022.

- John mentioned that special project is over budgeted amount by about \$5000. However, we have not spent any money for the last 2 years because of Covid, we have the money in the account and all expenses were approved by the BOD.
- There are 7 homeowners outstanding on the annual fee. These homeowners are past the 90-day mark and liens should be placed on their lots.

Action items:

- John will confirm with Payrite what the last letter (90-day letter) stated and when it was sent by Monday (8/8) and will email to BOD.
- Chad will contact the attorney to begin the process of placing a lien on the lots. The homeowner will be responsible for all legal fees once lien is paid.
 - Payrite has referred an attorney who specialized in HOA, Billy ?. Previous attorney the HOA used was Mike Kelly.
- Denny expressed concern over the amount that we have paid to Payrite this year and what they are offering us.
 - As of 5/31/2022 we have paid \$1942.39 (388.49/month).
 - Hourly amount is \$85/hr and we are charged per ¼ of an hour.
 - Invoice needs to be included with financial report and invoice should be itemized of what the charge is for and included with monthly financials.
 - Mary asked about the monthly statements received from Payrite and that we need an Income Statement that shows the budgeted amount compared to the actual spent

amount for both monthly and yearly so that we can see how we stand. Mary will send the report we received from Mulloy to John to show to Payrite what is expected.

- Daryl made a motion that when the annual dues letter is sent at the beginning of the year for 2023, we will include the 30-60-90 day policy to inform homeowners of the process and penalties if not paid. Mary second the motion. All in favor.

Landscaping Report:

Duane presented an update on the Bowling project with pictures from the fertilization, insect control and removal of vines, dead branches and correct improper pruning on the Norway Spruce Trees along Bryant Park Drive and Old Heady Road. The cost of this project was \$6651.50 which was approved by BOD in previous meeting.

- There is currently one Arborvitae tree from the Abundant project that is dead. Chat has spoken with Kevin from Abundant and they will replace it in the fall when the weather is nicer.
- Duane presented a proposal from Bowling for an additional 14 Arborvitae trees to be plant in the September time frame to fill in the spaces between the previously planted Arborvitaes. The cost of the proposal is \$7997.70. There is a one-year warranty on the planted trees.
 - Denny expressed concern of too many trees planted too close. Discuss of if this is a good decision and whether the Board should approve. Guest speakers, Jeff and Steve, expressed appreciation of appearance of current tree project.
 - Denny express concern of planting these trees before we get the MSD grant. Chad found the MSD grant info and share with board that the trees need to be planted between 7/1/2022 and 4/30/2023 and invoice with PO submit to MSD for reimbursement by 5/15/2023. Denny will look into applying for the grant again this year.
 - Everyone agreed that we should trust the professional's advice/opinion if the trees should be planted and how and where.
 - John stated that we should get three bids for trees and will reach out and get two additional bids by 8/15/2022 (10 days) and email to BOD. The board will review and vote via email of which vendor we should use.

Old Business:

Electrical Issue:

This has been an ongoing, long-time issue of the lights not working nor the outlet because we have not been able to use the Christmas lights because of the outlet not working. Discussion of the issues of the irrigation system, GFCI receptacle, spliced wires. Both Ruckriegel and Landscape Lighting Company has been out doing work.

- Mary made a motion to have three electrical company to come out and give their opinion/recommendation of what is wrong and what needs to be done to correct/fix the issue. There is not a cost to request bids and ask for their professional opinions. Duane will get the three bids, one which will be Ruckriegel. Duane seconded the motion. All in favor.

New Business:

Snow Removal Bids:

Beth has the box that has the RFP that was previously created by the BOD to submit snow removal for the 2023 year. We will continue to have the process that before the vendor can clear the streets, they will need to contact the BOD for approval. There will be three BOD who will confirm to approve if snow removal is necessary. The vendor selected must provider their insurance to the Board. Daryl will contact the current vendor, Cameron as well as Eric Dunn and at least one other. Daryl made a motion to get at least 3 bids and Mary second the motion. All in Favor.

Compliance Issues – table till next month.

Homeowners Modifications:

Snodgrass Project – project of removal of existing deck and replace with a 20x20 concrete patio. Proposal was emailed to BOD.

- Approved by BOD.
- Chad will contact and inform homeowners of decision.

Bertrand Project – project of new fence along back of yard to match existing fence and replace the fence the estate section removed as well as concrete extension around pool.

- Approved by BOD.

Old Business:

Signs for website at entrance of neighborhood. Daryl gave an updated that he has contacted IFMA (International Facility Management Association) and is waiting for them to get back with him regarding the signs. There would be three signs (one for each entrance on Old Heady and the Estate entrance), possible dual sided with the web address to inform homeowners of where to go for info.

New Business:

Neighborhood Picnic/Social Event: discussion of how in the past we used to hold neighborhood picnic/gathering and we should do it again. Discussion of closing off Patterson Park and holding a picnic. Mary will call about getting some catering prices. Maybe holding a picnic in the fall and a golf outing in the spring. Will continue discussion at next month's meeting.

Next meeting scheduled for Thursday, September 8 (since the first Thursday is the Thursday before Labor Day, we have elected to move the meeting to the second Thursday of September.

Denny made a motion to adjourn the meeting and Daryl seconded it. All in Favor. Meeting adjourned at 7:54 pm EST.