



SANDY BRAE HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES

Date: October 12, 2020

Location: Executive Meeting Held via ZOOM 6:00PM – 7:00PM in Executive Session

Meeting called to order at 6:00PM

Attendees: Barbara Brewer, Kathy Davison, Joanne Kempton, John Luzzi, Nick Pieria and Lorie Seaman

Absent: Rusty Rodgers, John Ritchie and Jack Temple.

President Remarks: Kathy has informed the Board that Nick Pieria has sold his home, thereby he is resigning from the Board and Rusty Rodgers is also resigning to spend more time with his family. Both were huge contributors to the Board and stepped up when the community needed them the most three years ago. They will be missed.

John Luzzi will assume the responsibility of resident e-blasts, and website postings; and Lorie Seaman will be his back-up. Techno Goober has already provided training to Kathy, John and Lorie. Joanne Kempton will take over picking up mail at Nassau Post Office.

Approval of the September Minutes: Motion by Joanne Kempton; seconded by Barbara Brewer, all in favor.

Community Ride-Arounds: Janis Schertzer who has volunteered to head-up the AR committee gave us an overview of any issues in community. Notably, there is more debris added to the Pumping Station. The next drive around will be October 16, or October 20 with Kathy Davison.

Treasurer Report: Joanne Kempton

- Motion by Lorie Seaman to formally approve the September financials; seconded by John Luzzi and all in favor. Budgets are posted on the HOA website.
- Liens were reviewed and will continue until payments are made.
- Update given on delinquent and unpaid HOA dues. 1 property owner still owes 2018 dues, 3 are unpaid for 2019, and 4 unpaid for 2020. Every effort is being made by the Board to connect to these residents and get them to remediate the violations and pay the fines.
- As discussed at our last meeting, we are looking into using a collection agency going forward (2021) to collect violation fine once they reach a certain dollar amount. Joanne Kempton has done research and talked with two possible agencies. A letter notifying all of these violators will be attached to the Q4 bill giving them ample notice of the decision. The Board has exhausted all possible steps with these residents, some over a number of years, without any results. It has been costly and a time waster. This is the last possible step.
- The Board has been asked for the last time to submit any potential budgetary needs for 2021; before final is sent to community.



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Old Business:

- We have not heard back from DelDot, at the time of this meeting, on the stop bars at 2 intersections; so, we are removing this from our agenda going forward.
- Barbara Brewer has discussed for the last few Board Meetings, some final design options and costs for our entrance signs. We had approved a minimum of \$10K for this upgrade to our signs. The options are complete and ready to be presented to the residents.
- We had great progress with our community event for Cape Henlopen High School. 11 homes provided generous contributions, and Rehoboth Dental also provided many dental hygiene care kits. We are looking toward to next month when the community can assist another local school needs'.

New Business:

- Fall newsletter was sent out and received positive response from the neighbors. A hard copy was printed and mailed to 69 residents. We are working again to bring this number down to save on postage by correcting database email addresses. Lorie Seaman is spearheading this task.
- We are seeking bids for 2021 snow removal. Joanne received only 2 responses to the bid, and they will drive through the community next week for final quotes.
- The 2021 mowing of common areas was awarded to Total Package Landscaping.
- The Postal Lane project has now turned to a potential RV and Boat Storage. The conversation from the P&Z commissioners was not encouraging. Sandy Brae sent 92 emails of protest but were not mentioned at all, and it seems Sussex County will likely pass this approval.
- The fence at the end of Locust Lane is rotted and falling down. Lorie Seaman donated replacement fence from a project at her home. Unfortunately, the contractor who offered to donate his services to install it now cannot do it. The Board voted unanimously to grant a contract to pay a contractor for install.
- As reported earlier, there has been increased dumping of lawn debris and leaves, etc., at the Pumping Station. As Sandy Brae is responsible to keep this area clean, we sought bids to remove debris accordingly. There are also 6 trees and many shrubs that need removal plus removing leaves. The Board voted unanimously to award a contract for \$2200 to have this project completed by end of the year. This needs to be done every two years.
- Unfortunately, this month again there was the removal of campaign political signs. E-blasts and Facebook posts were sent in hopes this will cease.
- A request came in from a resident on Postal Lane who would like to add a temporary storage bin (Pod) to their driveway while work is being preformed in their home. Until this resident can do the things necessary to become a resident in good standing (correct violations, pay dues and fines) request cannot be considered.



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Violations:

- 6 residents continue to have unresolved violations; fines continue as appropriate.
- 1 emails/letters of concern were sent to residents as a result of September community drive around.

AR Forms:

- 4 AR Forms received this month

The Board is very excited to see all these AR forms being sent in as this means the residents are updating and improving their properties.

Resident Letter:

The Board reviewed and discussed a letter from a resident who advised they will not be paying their fines, refuse to pay any dues or subsequent fines, and other threatening actions. The HOA attorneys will need to handle the situation, which will cost the community for legal fees.

Executive Session ended at 7:05PM