



**Meeting Minutes
October 16, 2013
Bedington Ruritan
3947 Williamsport Pike
Martinsburg WV 25401
Berkeley County**

Board Members: Pete Appignani, Gap View Village, President
Neal Nilsen, River View Park, Vice-President
Phyllis Smock, Stonebridge, Secretary
Nance Briscoe, Cloverdale Heights, Membership Chairperson
RosaLee Riggins, Ashton Forest, Education Committee Chairperson

Other Attendees: David Bailey, North Lake HOA, Tucker County; Betty Beckley, Whiting's Neck; Herman Elliott, HMHOA; Roberta Elliott, HMHOA; Bruce Hochtje, White Tail Ridge HOA; Kathy Hochtje, White Tail Ridge HOA; James Kief, Springfield Village; Jean Kopper, Aston Forest HOA; Larry Kump, Mark Liddell, Carriage Park HOA; Charles Mordecai, Hammonds Mills; Cheryl McConnell, Ryans Glen HOA; Suzanne Malesic, Patrick Henry Estates; Ted Schiltz, Potomac Terrace; Jan Schiltz, Potomac Terrace

The meeting was called to order at 7:02 pm by Pete Appignani at the Bedington Ruritan Berkeley County.

Changes to the agenda include a guest speaker from Berkeley County Health Department who will talk right after approval of minutes.

An additional change was noted to formally change the Legal Advice Committee to Ad Hoc Committee on Legal Advice. Pete suggested this change be made. Phyllis moved without objection.

Approval of September 13, 2013 meeting minutes

Nance moved to approve Sept. meeting minutes. RosaLee seconded the motion. One change was noted on page 3 regarding Jefferson County web site meeting. It should read 09/25/2013. Correction noted. Motion passed without objection.

Guest Speaker:

Glenn Ondick from the Berkeley County Health Department spoke to the EPOHOA about exposure to radon gas. The Health Department offers free Radon Kits to homeowners to test for radon gas in your home. If radon gas is found, a mitigator can help install the fans and seal the cracks. Mr. Ondick provided some handouts regarding controlling this environmental issue.

In response to a question about counties coordinating efforts on radon gas, Mr. Ondick said each county establishes its own health department guidelines.

I. Executive Reports:

Treasurer Report –Elliot was not in attendance but conveyed to Pete there had been no activity in the past month.

Membership Report –Nance reported a new member was on the way from Tucker County. Tucker County is outside the 8 counties which make up the Eastern Panhandle.

Ad Hoc Committee on Bylaws— No report

Legislative Review Committee— Jennifer Syron sent a report to Pete stating the draft legislation for revision on Chapter 36B is finished and going out to an attorney for review, discussion and suggested changes.

Policy Committee on Web site sponsors and advertisers— No report

Policy Committee for Legal Advice—No report

Education Committee—RosaLee Riggins reported the committee has not met yet.

Unfinished Business

Phyllis Smock reported on the Subdivision Review Committee of the Berkeley County Planning Commission which met in September, 2013. The summary report included several discussion topics relevant to Covenants and HOA Responsibilities, requirements as to when developers are to turn things over to an HOA, a process to require HOAs in new sections to participate in maintenance of roads, and the need to clearly label common areas and stormwater management areas within HOAs. Phyllis suggested anyone interested in following these issues can attend the Berkeley County Planning meetings. They are announced in the newspaper and open to the public.

Nance Briscoe reported that she has been attending the Energy Efficiency Meetings, which is a newly formed group focusing on state and local groups. This group is working with developers and builders to make suggestions on how to be energy efficient, such as positioning new houses that will face South in order to take advantage solar energy.

EPOHOA Officers' Organizational Retreat – to be scheduled at a later date.

New Business

Tucker County membership. David Bailey from North Lake HOA in the Cannan Valley, Tucker County introduced himself. North Lake has 55 owners and there are 12 homes. David Bailey has been president for past 3 years and hopes to join the EPOHOA.

Pete said after reviewing the By-Laws which state membership is composed of the counties in the Eastern Panhandle. Since the term is not specifically defined, it could be interpreted to include adjacent counties. There is to restriction to prohibit Tucker county from joining. Nance moved to accept membership from Tucker County. Neil seconded motion. Motion passed without objection.

In the News—no reports

Announcements

Board and officer elections will be held in January. Suzanne asked if a nominating committee was being formed, but Pete indicated there was no requirement in the By-Laws to do so.

Pete reported that Richard Sussmann asked that the EPOHOA be reminded that he does not represent this group as an attorney and is not a practicing attorney.

The West Virginia Blue Book is available at the WV State Legislative web site. Delegate Larry Kump also offered to give copies of the Blue Book that he had with him.

The Public Service Commission is having hearings in Shepherdstown at Shepherd University on Oct. 23 and 24th regarding the Potomac Edison billing practices.

Generic Budget Worksheet

Pete presented an EXCEL spreadsheet as a practice tool to help members develop a budget for their own HOA. He demonstrated how to calculate Income and Expenses on a year to year basis. This spreadsheet can be downloaded from the EPOHOA website.

Roundtables

New visitors from Hammond Mills discussed their difficulties in holding an election in accordance with Covenants and By-Laws. They are having some difficulty in getting consensus among their membership to agree on election of directors and officers.

Meeting adjourned at 8:15 PM

Phyllis Smock
EPOHOA Secretary

NEXT SCHEDULED MEETING
November 20, 2013 7:00 pm
St. Leo's Catholic Church
2109 Sulphur Springs Road
Inwood WV
Jefferson County
EPOHOA.org