

Stonehenge Subdivision Owners Association (SSOA)

Board Meeting Minutes

Date: Monday, May 4, 2026

Time: 6:05 PM (approx.)

Meeting Type: Board of Directors – Master Board Meeting

Organization: Stonehenge Subdivision Owners Association

1. Attendance

Board Members Present: Rod; Angela; Dawn; Carol; Susan; Ron; Moneh (arrived late).

Board Members Absent: Joy; Stacey (not present/late—did not appear during captured portion).

Guests: Sandy Murnen (Phase 4); Rachel Petrie (Newcastle; pool volunteer); Brad Stechschulte (Pool Operations Manager).

2. Call to Order & Quorum

Rod called the meeting to order at approximately 6:05 PM. Roll call confirmed a quorum.

3. Approval of Prior Minutes

The board reviewed the minutes from the prior meeting (March 2026). A motion to approve the prior minutes was made, seconded, and approved by voice vote (no changes reported).

4. Pool Operations & Opening Preparation

- **Season prep / cover removal:** Pool cover removal targeted for the next weekend (approx. May 9) to avoid heavy debris from silver maple samaras.
- **Initial water condition:** Early inspection indicated green/slimy conditions consistent with prior seasons.
- **Drain vs. treat discussion:** Brad (20 years servicing Stonehenge) recommended fully draining, power washing, and restarting with fresh water to reduce algae load, improve swimmer safety, and avoid extensive chemical/time costs. The board discussed last year's successful (but labor-intensive) treatment approach using a commercial robotic cleaner.
- **Water refill cost:** Rod reported prior City of Sylvania estimate of about \$1,500 for ~180,000 gallons; based on updated pool volume discussion, projected refill cost may be closer to ~\$1,000 (subject to confirmation).

- **Groundwater/relief valves:** Brad explained relief valves equalize groundwater pressure to prevent shell “popping” when drained; groundwater may re-enter to a certain level during refill staging.
- **Leak concerns:** Discussion noted higher late-season water bills in 2025; possible causes included evaporation (cool nights/steam effect) and prior plumbing/backflow issues. Board agreed to monitor water level and usage early in the season to detect abnormal loss.

4.1 Motions / Decisions

- **Motion (Ron):** Drain the pool completely, clean/power wash, and refill with fresh water. **Result:** Motion made and seconded; approved unanimously by voice vote.

5. Chemicals & Supplies

- **Inventory on hand:** 6 buckets of bromine (50 lb each), plus soda ash and bicarbonate (2 bags noted) to start the season.
- **Pricing:** Local supplier pricing discussed (example: 50 lb bromine bucket quoted around \$484.88). Alternative vendors (Leslie’s / online suppliers) were reported as significantly lower (examples discussed in the meeting), with a reminder to verify active ingredient percentages.
- **Ordering plan:** Board discussed Dawn ordering additional bromine buckets early to ensure availability and manage seasonal demand. Consensus direction was to order 12 additional buckets initially (for ~18 total on hand), with the ability to reorder later based on weather/usage.
- **Other chemicals:** Turbo shock (granular, ~25 lb) and liquid chlorine were discussed for opening and incident response. Pricing varies by vendor and timeframe.

6. Equipment, Facilities & Capital Purchases

- **Equipment room access & ventilation:** Board reiterated the equipment room should remain secured/locked while ensuring adequate ventilation for the boiler; adding an exhaust fan was discussed as a possible solution.
- **Pumps:** Variable-speed pump issues from prior year were reviewed (shutdown after ~3 hours). Plan discussed to swap in a working unit and retain parts from removed motors. Continuous operation (24/7) versus timer use was debated; operational stability and priming challenges were noted.
- **Trash/sump pump:** Board noted the previous pump was missing. A submersible “trash pump” is needed for debris/sludge removal during draining/cleaning and seasonal maintenance.

6.1 Motions / Approvals

- **Lifeguard/sign-in table & umbrellas:** Motion approved to purchase a 38-inch round composite table (Home Depot) for **\$379**, plus **two umbrellas** and **two umbrella bases** (pricing/availability to be confirmed). **Action:** Dawn to shop/purchase; Rod to verify table has umbrella opening and confirm availability.
- **Composite picnic table:** Carol made a motion to approve, which was seconded, to purchase a new composite picnic table for approximately **\$1,273** (selected color discussed; brown preferred). Assembly to be handled by volunteers (Ron offered to help). Motion passed unanimously.
- **Trash pump:** Rod made a motion to authorize him to purchase a trash pump for pool operations **not to exceed \$350**. Rod to price-check and procure. Motion was seconded and all voted in favor. Motion passed.
- **Required posters:** Angela made a motion authorizing Sandy to purchase the printing of required labor-law and related postings for the guard room (estimated minimal cost). Motion was seconded and all voted in favor.

7. Staffing, Training & Administration

- **Lifeguard staffing:** Sandy reported four lifeguards secured: Julia (returning head guard) plus three new guards (two from Northview and one additional hire).
- **Pay rates:** New guards start at **\$14.00/hr.**; head guard Julia at **\$16.50/hr.** (as stated in meeting).
- **Training:** Olander training discussed (typically Wednesdays around 10:30 AM). CPI refresher offered at no cost (Ron's neighbor).
- **Wi-Fi:** Buckeye Broadband scheduled to activate Wi-Fi on Wednesday (as reported).
- **Payroll / Phoenix:** Sandy to submit timesheets to Phoenix and provide copies to Carol for records.
- **Trash service:** Start date expected this week; Rod to verify.
- **Supplies:** Sandy to restock bathroom/first aid supplies as needed and track purchases for reimbursement/recordkeeping and share with Carol.

8. Pool Rules, Access Control, and Hours

- **Resident verification / check-in:** Board discussed improving resident verification due to rentals/turnover. Proposal: a master list of Stonehenge addresses with weekly check boxes to speed check-in; maintain a separate guest log. Angela is working on this and will provide it to the pool coordinator.

- **Guest limits and liability:** Board discussed the need to limit/track guests and strengthen enforcement to reduce liability and unauthorized use; additional “private property/residents only” signage was suggested.
- **Rule updates:** Board discussed updating posted rules, including supervision requirements for minors and wording adjustments to avoid discriminatory language (e.g., phrasing around swim diapers/incontinence). Final rule language to be reviewed before posting.
- **Lifeguard conduct:** Emphasis placed on attentiveness and limiting phone use during guarding, with agreement to address expectations in a board/lifeguard meeting.
- **Pool hours:** Dawn made a motion to operate the pool **12:00 PM–8:00 PM daily** (weather permitting), replacing the prior mixed schedule. Motion seconded and approved.

9. Other Business Items

- **Monthly ledger and financial review:** Carol provided in advance and at the meeting. We had \$56,805.82 on hand at beginning of May, which is very close to the same amount on hand last year at this time (\$55,745). She noted that all assessments are up to date so far. Discussion of monthly expenses for April and to come in May.
- **Aldritch contract:** with board approval (via email and with quorum met), Rod contracted with Aldritch to do snow and landscaping for the association.
- **Architectural Report:** Discussion of properties needing attention and upkeep from the sub-associations involved. Ron is in contact with those involved. He has drafted a contact letter and the board reviewed it. There was further discussion of how the bylaws address violations. It was recommended that the board establish a committee to review bylaws and recommend updates, if needed. Discussion of owner who burned debris on the property in the grass. Ron addressed it with the police and fire department, and they resolved it.
- **McCord Property Update:** Board approved of property update.

10. Annual Meeting – June 9, 2026

- **Mailing:** Carol requested including an email consent form with the meeting notification mailing. Angela is preparing the mailing. She shared the drafts with the board for their review. Discussion of items in the mailing – letter and a present and proxy for the owners. Board should send any mailing changes to Angela.

- **Elections:** Discussion of positions on the board up for elections (Phase 4, Phase 3 and one at-large).

11. Action Items

- **Rod:** Confirm trash pump pricing/options and purchase (\leq \$350). Verify start of trash service. Confirm table/umbrella hole and item availability.
- **Dawn:** Purchase lifeguard/sign-in table (\$379) and source two umbrellas + two bases (report final costs).
- **Brad:** Proceed with draining/cleaning plan per board approval; coordinate schedule.
- **Angela:** Create weekly attendance sheets for tracking/analysis. In future, track attendance.
- **Sandy:** Provide copy of timesheets to Carol; finalize pool flyer (hours/rules) and distribute; maintain separate guest sign-in; send AED manufacturer/model photos to Rod, share pool check in sheets with Angela for tracking.
- **Carol:** Maintain records of lifeguard payroll documents and support pool usage analysis.
- **Ron:** get garden hose for the pool area.
- **Board (All):** Review and finalize updated pool rules and signage language before posting; schedule board + lifeguard meeting at the pool to review procedures and escalation protocol.

10. Adjournment

The meeting adjourned at approximately **8:30 PM**.

Next Meeting: Friday, May 22, 2026, at 5 p.m. at the pool

Minutes submitted by Angela Riddel, Secretary