

MINUTES
WILDFLOWER RIDGE HOMEOWNERS ASSOCIATION, INC.
HOMEOWNER'S MEETING
June 26, 2019

Board of Directors Present:

Saul Roberts, President
Elizabeth Young, Vice President
Delia Goodman, Secretary
Melody Rockenbaugh, Treasurer

Others Present:

Jill Dunleavy, Community Manager

I. Call To Order:

The meeting was called to order at 6:07 PM by Jill Dunleavy, and was held at the Knights of Columbus located at 108 W. Stephens St., Martinsburg, WV. There was one other household represented (see sign in sheet). We have the required quorum of at least 1%.

II. Approval of Minutes:

The financial report was omitted from the 2018 Annual Meeting. The financial report was emailed out at a later date. 2018 Annual Meeting Minutes approved as revised.

III. Financial Report:

Jill Dunleavy presented the financial reports and answered questions. The board would like to buy additional CD(s) with funds from reserve account. This will be discussed and amount(s) decided on at the budget meeting this fall after engineering report on storm water issue has been reviewed.

IV. Update on Storm Water Management Issues: (Elizabeth Young)

Attorney Leslie Brown of Rees Broome hired to perform legal review to determine responsibility prior to allocating funds for repairs – common area and private property. Scope of work needed for as-build survey. Saul Roberts to draft RFP for engineering bids.

Some action items:

Ask Leslie Brown to letter Mr. Goodwin at Berkeley Co. PSSD to find out if county has jurisdiction and are the items on Mr. Goodwin's list recommendations.

Ask Leslie Brown to reach out to Potomac Edison regarding the their interest in protecting poles that are in standing water.

Jill to email websites for flood zones and wetlands to BOD.

Jill has call into Berkeley County Planning Dept. regarding the code that the storm water management needs to be restored back to. She is awaiting their call back.

V. Election of New Board Members:

Saul Robert's term on the board expired. No nominations were received prior to the meeting. Elizabeth Young nominated Patrick Huey who was in attendance at the meeting. He accepted the nomination and was elected to the board by ascension. The officer positions will be decided at the board meeting to immediately follow this meeting.

VI. Adjournment:

There being no further business, the meeting was adjourned at 7:20 PM.

Minutes submitted by Jill Dunleavy.