

Longhill Station Homeowners' Association

Board of Directors Meeting

Minutes

Date: February 5, 2025

6:00 pm: Meeting is delayed due to technical difficulties.

6:15 pm: The BOD went into Executive Session to vote on the approval for Edwin to complete the trimming of the crepe myrtle trees at the front entrance to LHS.

6:22 pm: Meeting is called to order by President, Rhonda Gibbs.

Board members present: Rhonda Gibbs (President), Stephen Drakes (Vice President), Tela Thomason (Treasurer), Angie Berger (Secretary), and Sam Stevens (Director).

Also present: Melissa Sabb, Brooks Real Estate and (Interim) LHS Community Manager.

- A moment of silence was observed for Michael Kwiatek, the former LHS PM, who has recently deceased.

A motion for the approval of October 9, 2024 meeting minutes was made, and seconded.

Old Business:

ARC requests-there are still issues with homeowners not submitting requests for updates to their homes. The BOD recommended to have an announcement sent out with the ARC form. The new ARC form also gives instructions for submitting and routing.

National Exterminating will charge \$850 for termite treatment at the pool house.

The BOD inquired about the insurance claim from an injured person, in another community.

Melissa will get tracking about the status.

The 2024 LHS taxes are on track for filing.

The stenciling of pool markers will be discussed in Executive Session.

Presentation of Reports:

Treasurer's Report-Made by Tela Thomason:

A detailed breakdown of financial activity was presented: Operating Escrow \$139,596.05; Operating Reserve Escrow \$28,316.49; Capital Repair/Replacement Escrow \$110,023.29; ICS Sweep Escrow Account \$116,461.04; Total = \$394,396.87.

BMP's-LHS has a BMP grant for \$17,000 through JCC. This is in the budget for maintenance and repair. BMP's 020 (Pool) and 022 (Allegheny) are the priority. Tela is working with 4 different companies to obtain bids. Every bid is different, and Tela is working with JCC to ensure compliance for the scope of work that needs to be done. Melissa recommended hiring Gilly for BMP work. JCC is scheduled to inspect 4 out of the 5 ponds. Tela recommended getting rid of our current company, Solitude, as they are not providing services as contracted. BMP #022 has an issue with the riser and they have not reported it. Sam also brought up the issue with the fountain at the Blue Ridge pond, that they have not mentioned in their reports, either.

New Business:

The garbage services were not temporarily suspended, as discussed with Michael. Due to the transition of PM, there was a delay. The BOD would like BRE to pay the \$160 fees of the unneeded seasonal fees. Melissa said to send a letter to BRE with the request.

Status of the easement by Red Wing Ct was requested by BOD. Melissa will follow-up.

BRE has had an ongoing accounting issue for 2025 dues. Late fees will be waived or will be credited if already paid.

Vendor invoices are being uploaded into Appfolio. They will need to send an invoice to email, and it will upload. A vendor tab will also be installed on the LHS website.

Pool rules for the 2025 season will be updated by Clearwater. Only USCG approved swim devices for non-swimmers will be authorized.

Rhonda Gibbs will be resigning as President but will remain through the start of the pool season. For the spring inspection, Melissa asked for the list created by the BOD for common violations and for those that are ongoing. However, Melissa is still only slated as the “interim” PM for LHS.

Homeowner’s Forum:

A homeowner had a question about late fees. Melissa will look into his account and contact him directly.

Stephen brought up about a sink hole in the easement and under his fence. There’s also an old tree that needs to be cut down.

7:13 pm: Motion was made to go into Executive Session.

The BOD will be voting through Appfolio for the BMP bids.

The easement access off Red Wing Ct is in violation. All homeowners will receive notices.

Melissa will contact the LHS legal team for the status on delinquencies.

The BOD came out of Executive Session at 7:38pm.

There was a call for motion to have Melissa handle the accounts with a delinquency of 90 or more days. Tela made the motion and Stephen seconded it.

Rhonda rescinded her resignation for LHS President. All were in favor.

Angie made a motion for Clearwater Pools to complete the required stenciling at the pool. Sam seconded it. The original quote was \$275, but Angie will reach back out to ensure pricing.

Rhonda made a motion for Tela to be given the authority to work with JCC for BMP grants.

Stephen made the motion and Angie seconded it.

The next meeting will include information about the pool and cleaning dates.

The next meetings are tentatively scheduled:

April 3, 2025 at 6:00 pm

August 11, 2025 at 6:00 pm. This will be the Annual Meeting.

7:55 pm: Stephen Drakes made a motion to adjourn the meeting. Tela Thomason seconded the motion.

