

**HERRINGTON PLACE HOMEOWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING**

**Location: Zoom
11-7-23 Meeting**

ATTENDEES:

Greg Kaminsky, Jackie Decker, Michael Chukwuonye, Claire Rama, Brandon Board
John Alvarez from R.N. Landis Management Company

CALL TO ORDER:

John called the meeting to order at 4:11 PM.

MINUTES:

1. Signs for Herrington Place Community

- a. Will use to post notice of the December HOA meeting. Jackie to setup.

2. Front Entrance:

- a. Lights are still not fixed. John to investigate.
- b. Old Fountain Landscaping to be revisited in the spring.
- c. Approval by all board members to add \$400 in holiday lights.

3. Ponds Discussion

a. Cattails Decisions

- i. The board wants them due to environmental benefits and aesthetics when growing throughout spring and summer. They need to be removed once they die and turn into displeasing curb appeal and debris.
- ii. Jackie wants a 2nd opinion of the experts of what to do.
- iii. Greg agrees to additional documentation and investigation of reasoning for our preference of how to handle cattails. He will provide John name of organization that we can contact
- iv. .Michael – yes, agree with what we want for keeping living cattails, but said AquaDoc needs to meet the services of removal of dead cattail debris that is within our contract.
- v. Brandon: Last meeting with AquaDoc, they said it was not considered a submerged vegetation to maintain based on their definition of “submerged vegetation”. Therefore, AquaDoc does believe they are meeting the service agreement.
- vi. Cody said he started to spray cattails at Pond 6 for removal but was reprimanded by a resident, so he stopped working on it which left the dead cattail debris that was complained about later.
- vii. Pond 6 has been cleaned up by AquaDoc since the last conversation.

b. Pond Depth Studies

- i. John will send over the pond studies approval to AquaDoc for \$1900
- ii. Greg made the motion. Claire seconded. All in favor? Yes, except Michael declined.
- iii. Michael is unsatisfied with the current pond maintenance agreement with AquaDoc and does not want to give more money and work to the organization.

c. AquaDoc Annual Service Agreement for Pond Maintenance

- i. When determining if there are other vendors to do our pond maintenance, John and Greg said there are not many other companies that will conduct these services. Greg said Civil engineers are an alternative option.
- ii. Michael: How can we find comparable quotes?
- iii. Michael asked for an additional pond to be cleaned up by AquaDoc since he said service expectations are not being met. John will call to see what else they can clean up.
- iv. 10/18 email - need Cody to clarify what he meant.

At 5:12p – Greg asked that we pause on remaining AquaDoc conversation and continue at next meeting.

TREASURE REPORT:

- 2024 Budget was emailed
- Greg asked John to resend the email.
- All board members to review by Tuesday, Nov 14 and email back on email chain by EOB to approve or not and determine if further discussion is needed in a meeting.

4. Document Storage

- Michael asked if we could keep documents such as the AquaDoc contract in a shared location like a gmail account.
- Greg said DropBox might be a more secure way to do this than gmail.
- Jackie suggested using the website with a link that only board members can access.

5. Firethorn and Maryland Pond project

- Sajovie Bros quote and work approved, and we will start pond project build / installation next week.

PUBLIC FORUM:

N/A – Board members only meeting.

ACTION ITEMS:

Actions	Responsible
Update annual payment plan due date.	John - COMPLETE
Determine breakdown of Pond Fence and Landscaping for Firethorn / Maryland and email approvals of purchases and service John to get final quote from Sajovie with replacement option for Norway Spruce	John - COMPLETE
Add information about Ponds (purpose of retention pond) to Website. Contact Cody from AquaDoc and use their wording.	Jackie - COMPLETE
Visit Pond 10. See if excavator can fit behind house.	Greg, John, and other board members as possible
Obtain a map of what land is EPA protected.	John?
Obtain quotes to cleanup Pond 6	John
Obtain quotes for sediment studies for Ponds 6, 10, 13 and 19 (Herrington Pond #s) to send to board for approval.	John - COMPLETE
Send 1 pager previously seen for handbook to board.	John
Board to edit the handbook cheat sheet and send to John for lawyers to review.	All
Obtain revised quote from Sajovie for Entrance landscaping (replace hydrangea with something else)	John
Obtain labor quote for holiday lights at entrance.	John - COMPLETE
Obtain work order log from AquaDoc on visits and what work was done (Excel spreadsheet with bullet points as Cody agreed to)	John
New for November	
Display signs with HOA Meeting Info	Jackie
Add \$400 of holiday lights to existing amount and service.	John
Obtain 2 nd opinion about cattails from another vendor about how to maintain them and why they should be kept or not.	John
Seek clarity from Cody Carpenter from AquaDoc on services provided	John
Find comparable quotes for annual pond maintenance	John
Review 2024 budget by 11/24 and approve	All board members
Setup website page link for board only access to store files	Jackie

ADJOURNMENT:

Greg adjourned the meeting at 5:20 PM. Brandon seconded.

Respectfully Submitted,
Claire Rama, Secretary

_____ President

_____ Secretary

Appendix

Firethorn Marylane Pond 14 Project Quote Comparison							
Contractor	Fence Type	Feet of Fence	Landscaping	Fence price	Landscaping	Total Quote w/o tax	Fence price per foot
Diggin	2 rail height not given	195	3 Norway Spruces 5' to 6 and 5 Dutzia Nikko Blue shrubs	\$5552.55	\$5672.45	\$11,225	\$28.47
Sajovie Bros	2 piece split rail;	177	3 ???? 5' to 6 and 5 Dutzia Nikko Blue shrubs	\$7621	\$2974.93	\$9,696	\$43.06
Wolfscape	2 rail 3' high	227	12 7 foot Norway Spruce Trees	\$9420	\$8400	\$17,820	\$41.50

Sajovie Bros quote approved.

Email Log of AquaDoc Invoices: