

**Lake Jeanette Association, Inc.
Board of Directors Meeting
January 14, 2019**

Minutes

- Present:** Dixon Johnston, President; Kerrigan Smith, Vice President; Robin Stiles, Treasurer; Tom Weiss, Secretary; Jory Marino, Member at Large; Deborah Roskelly, President – Roskelly Management Associates LLC
- Guest:** Michael Taliercio, Attorney, Black, Slaughter & Black, PA
- Call to Order:** Dixon Johnston called the meeting to order at 6:00 pm.
- Quorum:** A quorum was established.

NEW BUSINESS

- Item #1:** **Foreclosure/Sale of Member Property:** Michael Taliercio, Attorney with Black, Slaughter & Black, PA outlined the next steps to be taken regarding the collection of a delinquent HOA dues account and discussed various options for the Board to consider in regard to publication of the sale of the property in order to collect this debt.

Motion: Kerrigan Smith made a motion that the Board follow through with its due diligence to collect the outstanding debt to the Association and advise the firm of Black Slaughter Black to proceed with publicizing the sale of the property in question no later than March 1, 2019.

Second: Dixon Johnston

Vote: The motion passed by unanimous approval.

After the Association's attorney left the meeting, each board member and Deborah Roskelly introduced themselves and shared their educational, work, and previous board experiences.

- Item #2:** **Board Educational Notebooks:** Roskelly Management Associates prepared a 3-ring binder for each board member that contains educational information under the below major headings. Binders were delivered to each Board member's home prior to this meeting. The Directors expressed their appreciation of the binders as a resource tool.

- Board of Directors
- Policies & Procedures
- Property & Operations Management
- Assessments
- Assets – Owned and Leased
- Budget
- Governing Documents
- Insurance

For informational purposes, Directors were asked to refer to the following two Board Resolutions under the Policy & Procedure tab of the binder.

- Meeting Notices
- Conducting Board Business by Email

No formal action required for Item #2.

Item #3: **Election of Officers:** Article IX of the Association's Bylaws, Officers and Their Duties, Sections 1, 2 and 3 stipulate that 1) officers of the Association shall be a president and one vice president, a secretary, and a treasurer; 2) officers are to be elected by the Directors at their first Board meeting following the annual meeting of the membership; and 3) Officers shall hold office for one (1) year unless he or she shall sooner resign, or be removed, or otherwise disqualified to serve.

Directors discussed the duties of each officer position and shared the officer seat they wished to hold.

Motion: Kerrigan Smith and Robin Stiles made a joint motion to approve the following Officers: Dixon Johnston, President; Kerrigan Smith, Vice President; Robin Stiles, Treasurer; Tom Weiss, Secretary. Jory Marino will hold the member at large seat.

Second: Jory Marino seconded the motion.

Vote: The motion was passed by unanimous vote.

Item #4: **Annual Audit:** All materials for the Association's Audit have been submitted to Councilman Farlow Marlowe & Company PLLC.

No formal action required for Item #4.

Item #5: **State of Lake – DOT Construction of Urban Loop:** Prior to the board meeting, the Board of Directors received Deborah Roskelly's email correspondence with the Department of Transportation, RK&K (Erosion Control Contractor), and The City of Greensboro Water Resources Department specific to dirty water entering Lake Jeanette from the Urban Loop road construction site and condo construction site off Kenneth Rd. The emails included pictures and videos of each entry point. Kerrigan Smith and Deborah walked these sites on New Year's Eve Day. Following are Deborah's emails and the responses she received from the DOT and City.

Deborah's January 3, 2019 email to James West with RK&K and Mike Mills with the DOT:
James, thank you for taking my call on New Year's Eve Day regarding large amounts of dirty water entering Lake Jeanette from the DOT's road construction site next to Kenneth Rd. off North Elm St. A number of pictures are attached to this email showing the below. Dirty water has also reached the main body of Lake Jeanette.

- Grubbing has taken place over a massive area of land
- Large ruts have been made by equipment tire tracks leaving deep channels for the dirty water to easily flow to the lowest point (creek) that flows directly into Lake Jeanette
- A construction roadway has been created; however no rock has been placed - someone placed a pile of sticks on top of the drain side and muddy dirty water was pouring through this drain pipe
- There are no silt fences
- There are no stilling basins
- There is no device of any kind that has been installed to keep dirty water out of the lake

As you know, I sent you a number of videos of the area off Kenneth Rd. on December 31, 2018 when Kerrigan Smith, Vice President of the Board of Directors and I walked this area to determine where all the dirty water is coming from that has been entering Lake Jeanette. I have also attached the email you sent me on Dec. 31.

Please email us back to let us know what erosion control devices are being installed and when they will all be in place.

Mr. Mills - We are also requesting that the area of entry into Lake Jeanette that is now filled with red clay run off from the DOT's construction site be cleaned and cleared of all debris. If this requires

permitting, we are requesting that the DOT seek the permit and pay all expenses in this regard. Please respond and let us know your plan to protect Lake Jeanette from erosion, dirty water, and sediment build up.

January 3, 2019 response from Joshua T. Pratt, Assistant Resident Engineer with the DOT
"I am contacting you on behalf of the NCDOT to address the erosion control concerns you brought up with Mr. West. As a representative of the homeowners around Lake Jeanette, I understand that the quality and appearance of the Lake's water is of great concern to you. The deficiencies you brought to his attention were the result of a subcontractor coming onto the project after Christmas without informing us, grubbing around a stream and pushing soil over top of a stream crossing, all of which were unacceptable. We have addressed these issues with the Prime and Subcontractors, and we have contacted NCDENR and the Army Corps of Engineers about the silt losses. These agencies have approved a cleanup plan that the contractor has already undertaken downstream of the problem area. Part of the guidance we received was that in some areas, based on the thickness of the sedimentation, it does more environmental harm than good to try to remove the silt as it potentially removes native stream bed material. The thicker areas of silt were to be removed with square shovels and 5 gallon buckets. The contractor removed silt from the stream per those directions. As they began the grubbing of this area, we have instructed them to begin the installation of the erosion control devices. The silt fence along the jurisdictional stream was installed on Wednesday, and the installation of ditches and basins has begun."

Deborah's January 3, 2019 email to David Phlegar, Storm Water Division Manager, Water Resources with the City of Greensboro:

I hope your new year is off to a great start! Attached are pictures of some condos being built on Kenneth Rd. off North Elm St. near Lake Jeanette. I also just sent you a video text re this construction site.

Dirty water from this construction site is running into a stream that feeds into Lake Jeanette. Kerrigan Smith, Vice President of the Lake Jeanette Board of Directors and I walked this area on December 31, 2018. A large portion of the construction site does not have silt fencing. Some of the silt fencing that has been installed is compromised by building materials pushing the fence down or washed out areas which are allowing dirty water to flow from the construction site into the stream and ultimately entering Lake Jeanette.

We are requesting that immediate action be taken to keep dirty water and debris from this construction site from washing into Lake Jeanette. Thank you for your assistance in this regard.

January 3, 2019: David Phlegar responded that the City is requiring the Contractor of the Pisgah Forest Townhomes to reinstall and maintain their silt fencing and clean up their construction site.

NOTE: On January 6, 2019 Deborah walked these areas again and all areas that previously involved dirty water entering the lake were showing clean water due to installation of the above noted erosion control devices and clean-up of construction sites.

The Board thanked Deborah and Kerrigan for their efforts to protect Lake Jeanette. No formal action required for item #5.

Item #6:

Signage Policy Revision: Several Real Estate Agents have requested that the Board consider revising the Association's current signage policy to allow real estate signs to be placed on Master Common area property by noon on Fridays (vs. 5:00 pm) and also include language that no real estate signs can be

placed in the Buffer Zone. The Board approved the revision as noted on Attachment #1 - Signage Policy 2019.

Motion: Tom Weiss made a motion that the recommended revision be approved and the existing signage policy amended accordingly.

Second: Robin Stiles seconded the motion.

Vote: The motion passed with unanimous vote.

Adjournment: The official meeting adjourned at 7:40 pm with Board members enjoying a continued conversation about the Association until approximately 8:00 pm.

Respectfully submitted,

Tom Weiss, Secretary

Approved by the Board of Directors on 1/19/19 for publication to the Association's website.

LAKE JEANETTE ASSOCIATION, INC.
COMMON AREA SIGNAGE POLICY

The Declaration and Restrictive Covenants of Lake Jeanette Association, Inc., Page 4, Item (d) gives the Board of Directors authority to create policies, rules and regulations applicable to the Master Common Area Property. The following policy was requested by homeowners throughout the Lake Jeanette Master Development regarding signage (including personal, business, informative, and real estate signs). The policy was created in order to keep all Master Common area property free of signs in order to:

- Maintain the beauty of the Lake Jeanette Community and its grounds in an aesthetically appealing manner,
- Maintain safe common area grounds (i.e. remove obstacles that might deter grounds maintenance duties and responsibilities and present hazards for mowing equipment and employees of contractors).

Policy: No signs of any kind are allowed to be placed on the Master Common area property other than real estate, for sale, lead in, directional, and open house signs. These signs may be placed on Friday starting at noon and must be removed by noon on the following Monday.

No signage is allowed in the 50 foot buffer zone around the perimeter of Lake Jeanette unless it is signage placed by Lake Jeanette Association, Inc. For example, a buffer remediation sign which may be placed on a temporary basis determined by the Board of Directors and owner of Lake Jeanette.

The Master Association will place Annual Tree Lighting and Santa Visit signs at the entrance to each village one week in advance of the event. These signs are to be no larger than the size of a normal “for sale” sign in a wire base. They are to be removed the day following the event.

Revision Adopted: January 14, 2019

Board of Directors

Dixon Johnston, President
Kerrigan Smith, Vice President
Robin Stiles, Treasurer
Tom Weiss, Secretary
Jory Marino, Member at Large