

# Meeting of the Mill Creek Community Board of Directors

## Meeting Minutes

**Date:** January 19, 2016

**Location:** Hickory Flat Fire Station (7675 Vaughn Road)

**Time:** 6:32 PM – 9:14 PM

**Board Attendees:** Harry M, John M., John B., Heather Z., Shannon T.

Other: Jessica M. (Heritage Property Management)

### Executive Session

Harry motioned to enter into Executive Session at 8:25 PM to discuss confidential matters. Motion seconded by Heather. Board members met in executive session from 8:25 – 9:13 PM.

### Business:

- Harry called meeting to order
- **Motion by John B:** Approve prior meeting minutes as emailed. Seconded by Shannon T.  
**Vote:** Motion approved unanimously.
- Cemetery gate installed. Jessica to provide combination
- Still waiting third bid for security cameras. If don't get third bid by end of month, we will review what we have.
- Painting has been completed – playgrounds, entrance fencing, and gazebo
- No bids for retention pond fencing. Rain has backed up fence people per Jessica
- Accordion gates are installed at pool cabanas. Jessica to secure a lock.
- Parking lot lighting installation at manor and falls has been completed
- Jessica to check if JAG finished replacing sidewalks
- Affirmation of e-votes:
  - Repair drainage issues at Falls pool and tennis area by Crabapple for \$2,054.76. All in favor, John abstains.
  - Accept bid to have restrooms at Manor and Falls cleaned every three weeks for \$125 and start date the week following once the interior gates are installed by Heritage.
    - Heather amends to have molly maid come out every 3 weeks to clean bathrooms for \$125 during the off season of the pool.
    - Harry motions to amend the service to do the visit every 2 weeks at a \$100 a visit during the off season. Seconded by Shannon. All in favor
  - Approve plumbing repairs to the Falls and manor pool house not to exceed \$1800. All in favor
- Management report by Jessica
- Proposal from crabapple for monument and landscape redesign.
- **Motion by Harry:** Accept Crabapple bid for monument and landscape redesign work and commence clean up portion of landscape and have them give us schedule of install time. Seconded by Heather.  
**Vote:** Motion approved unanimously.
- Jessica to get quotes on painting monuments
- Jessica to contact professional Christmas decorators for entrances

- **Motion by John B:** to approve Crabapple's bid for entry way lighting for \$5185.60. Seconded by Heather. **Vote:** Motion approved unanimously.
- **Motion by Heather:** Approve Crabapple bid to repair irrigation system at both pools and to not exceed \$2200. Seconded by Shannon.  
**Vote:** 4 in favor, Harry abstains. Motion approved.
- Retention pond fencing discussion need to be made a priority especially on property where they are encroaching.
- **Motion by Heather:** Authorize the attorney to do document search regarding the properties along the Mill Creek Drive retention pond up to \$1000. Seconded by Shannon.  
**Vote:** 3 in favor, John B and Harry abstain. Motion approved.
- Community yard sale is April 22- 24 (check agenda dates).
- Crabapple to check outlet on retention pond at Manor for stoppage
- Discussed signage in neighborhood. Need to refresh litter signs, no parking signs, crosswalk signs, etc.
- Discussed parking at the pool lots. Jessica to contact towing companies to see if they service the area and send example sign verbiage.

#### **Committee reports:**

- Communications report:
  - Next newsletter for March. Proof it in Feb to get it mailed out in March.
- Athletic report:
  - Tennis courts need to be cleaned. Area is shaded. Pines may need to be trimmed back. Jessica to talk with Crabapple to see if anything can be mitigated. New cracks are on tennis and basketball courts. Thermostat controlled heating confirmed in both cabana bathrooms.

Next board meeting is tentatively scheduled for February 11th at 6:30 PM  
Location: Hickory Flat Fire Station (7675 Vaughn Rd)

9:14 PM - Motion to adjourn by Harry. Seconded by Heather