



Call to Order – 5 minutes

Community members introduced themselves, including board members Tom Scott, Jim Crowell, Darlene Kelly, and treasurer Diane Lund.

A list of attendees is available in **Appendix A**.

Review and Vote on 2022 Meeting Minutes for Approval – 5 minutes

The Board presented the Meeting Minutes from the 2021 Annual Meeting. These remain available over the Green Hill Forest Community Association (GHFCA) website at <https://greenhillforest.org/>.

Attendees formally accepted the 2021 Meeting Minutes.

Treasurer's Report (Diane Lund) – 25 minutes

Treasurer Lund described the 2021 Account Summary; this artifact is available in **Appendix B**.

- This account summary was peer reviewed by Board Member Scott. Homeowners are welcome and encouraged to request a review of the books at any time to validate purchases.

Funds are normally primarily spent on chip and tar. There was not as much done on chip and tar in 2021.

Contract work is rebid every 5 years.

Bags of salt cost approximately \$6. Last year the community set a \$4,000 limit on purchasing salt for the community. Salt is used in emergency cases by the community, it should not be removed from the containers as it will be used by approved personnel to apply to the roads. 6 out of 9 were removed in 2021 that were needed for official use.

\$3,962 is owed to the community. Board members remind homeowners that dues must be paid by those with existing balances.

The community discussed the need for legal counsel.

Attendees formally approved the 2021 Account Summary.

Review of 2022's Progress – 20 minutes

The Board checks the state of the roads approximately 4 times per year.

Culverts were anticipated to be backfilled last year, however, since the community is not scraping the roads anymore the culverts are in good shape.



Options for high-speed Internet service remain limited; many community members are signing up for the following options:

- Starlink (<https://www.starlink.com/>)
- T-Mobile 5G access
- Winchester Wireless
- HughesNet Fusion
- Verizon also said it would have 5G in the area around March 2023

The speed limit sign must be replaced. Additionally, community members have noticed delivery drivers speeding.

Andy Hoffman's services have been used by several community members to plow driveways. Community members will have to contact Andy for an estimate.

There have been instances of persons tying filled dog feces bags to trees along the roads. Pet owners are reminded that part of the responsibility of cleaning up after pets includes picking up the waste, bagged pet waste should be placed into the trash of the pet owner.

In early November, kittens were left in the community wrapped in a sweater at the end of Hillandale. There are cats that run up and down Hillandale. The Humane Society of Warren County is a local resource available for support: <https://humanesocietywarrencounty.com/>.

The Board encourages members to provide e-mail addresses for additional digital communications. United States mail will continue to be the platform for annual meeting communications.

Community members are reminded if they intend to run a business out of their homes, it is required to seek approval and there will be stipulations on business operations.

There is a map of the community available, this will be digitized and put on the website.

- The Warren GIS website shows additional information on community properties, including lot owner names and home values: <https://www.warrencgis.org/#/>.

2023 Initiatives – 30 minutes

The community has one focus – these are the roads. There are no common grounds in the community except the roads and mailboxes. We are a paired down community association. Fees have gone up; we will discuss and get feedback to do the work in the neighborhood.

Lot owners are held accountable to the edges of the road. Community members who see something that is a hazard going along the property into the roadway are encouraged to please report this to the Board.

There has not been as much degradation in the roads as seen in the past, but one culvert requires attention. This is one of the larger culverts on Hillandale. The Board welcomes volunteers for support.



The requirements to rewrite bylaws are hefty, the Board does not want to rewrite them; however, it anticipates minor adjustments to clarify confusion in existing language.

Contractor Bob Lake was concerned about leveling off the lip from Highway 55 to the community because the state may have to be involved for legality. The Board will have to discuss this with the state.

Historically, beautification has not been a focus. Bushes and trees will hang over the road and this has been an issue. Community members express concern that it may not be enough to simply expect homeowners to be responsible.

Wood behind the mailboxes is rotting away, this is a hazard for those who must walk behind the mailboxes.

On the website, if suggested retailers can be put on the website as "suggested vendors" this could be a way to offset some expenses, if permitted under the existing 501C3 non-profit organizational status.

Election

Tom Scott's position was up for reelection and Tom was reelected. No other community members were presented to election.

Treasurer Lund's position is available. Nancy Kiel volunteered to shadow and support the position.

Next Steps – 5 minutes

On the matter of salt removal from the barrels: the Board will investigate methods for discouraging others from taking salt without approval. Additionally, the Board will consult neighboring communities to understand how it handles these issues.

On the matter of bushes and trees creeping up on the road: the Board will perform some market research to understand how much this could cost to outsource.

The Board will investigate the situation with the wood near the mailboxes.

The Board will schedule a small community meeting in July.

The Board will consider communications platforms to enable greater information sharing across the community.

Regarding the mailboxes: the Board will contact the post office to replace the old cluster box with a new cluster box.



Appendix A – Attendees

Name	Lot#	Community Role
Darlene Kelly	37	Board member
Tom Scott	10,11,12	Board member
James Crowell	47	Board member
Pat & Diane Lund	29	Diane - Treasurer
Desirée Kelly	36	Secretary
Debbie Dumez	24	Member – Alex Dumez Volunteer (roads)
Don & Erin Sedgley	79	Member – Erin Sedgley Volunteer
Graydon & Katie Weideman	76	Member & Volunteer (small tractor, loader, backhoe)
George Jenkins	77,95	Member
Ian Matlick & Jennifer Abras	4	Member
Jeff May	19	Member
John Silcox	46	Member
Jon Crutchley	67	Member
Julia Boone		Member & Volunteer
Mark & Kim Lucas	35	Member – Kim Lucas Volunteer
Marty & Kaylyn Yates	48,49	Member
Nancy Kiel	43	Member & Volunteer
Tamara Souza	54	Member

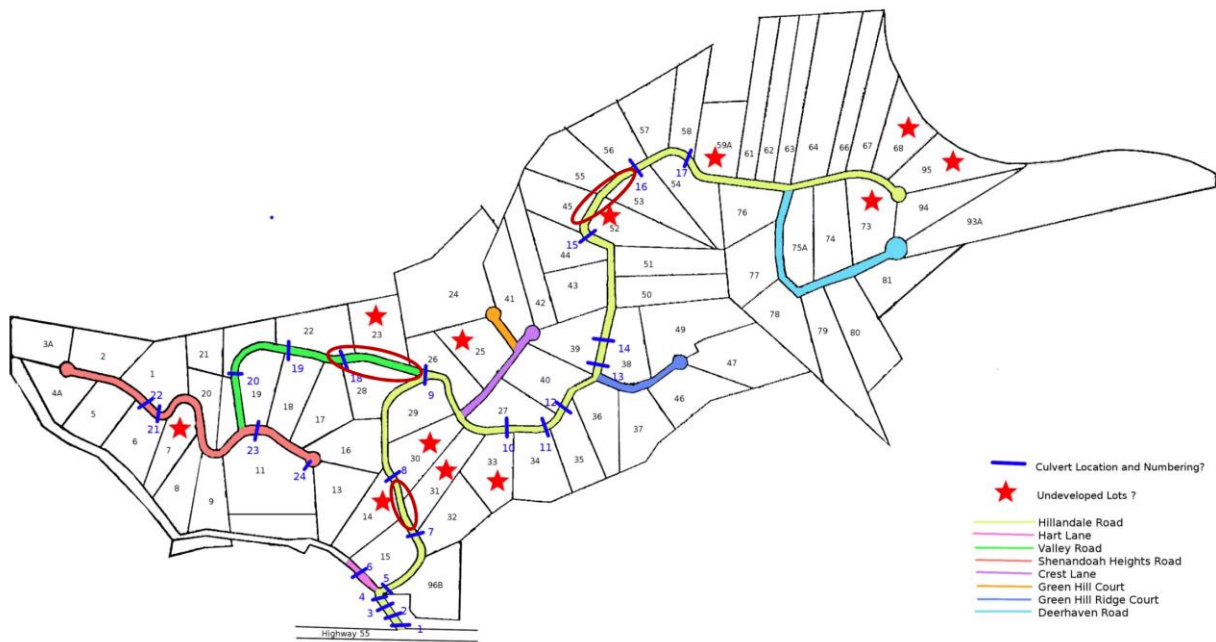


Appendix B – 2022 Account Summary

Balance as of 12/31/2020	11,915.30
Income:	
Road Fees	23,039.00
Total Income:	34,954.30
Expenses:	
Postage	-148.00
Electric	-118.47
Lien Fees	-372.00
Computer & Accessories	-74.31
Copies, office supplies	-77.36
Southern States – Salt	-253.46
Snow Removal & Salt Spreading	-12,667.50
Repair Light	-13.96
Taxes	-75.00
Misc. (donation fee for HOA mtg)	-50.00
Road Maintenance – Repair	-102.75
Road Maintenance – Chip & Tar	-9,000.00
Road Maintenance – Vegetation cut back	-270.00
Insurance – State Farm	-662.00
New Road Sign	-762.96
Order New Checks	-39.05
Total Expenses:	-24,686.82
Balance as of 12/31/21	10,267.48



Appendix C: 2021 Paving Locations





Appendix D: Community Roles and Responsibilities

The responsibilities of 1) the Board and Officers of GHFCA and 2) Lot owners are provided below as a reminder

1. GHFCA Board and officers

- Collect Road Maintenance Fees
 - Lot fees double on improved lots (lots with dwellings)
- Placing liens pursuant of non-payment
- Review and deny/approve new improvements once plans have been received
- Contract road maintenance and repair
- Maintain culverts under roadways
- Maintain subdivision signs
- Where maintenance of road edges does not occur by owner in a timely manner
 - A notice will be sent stating the problem and desired resolution date
 - If non-compliant the board may choose to contract this work out and attach cost to property owners' fees

2. Lot Owners

- Pay Road Maintenance Fees January 1st of each year
 - Requires that GHFCA has provided adequate access
- Maintain culverts under their driveways, ditches, and any material (plant or otherwise) encroaching on the roadway
 - This means cleaning culverts and road edges to assure damage to roads and cars does not occur
- Vote on Lot Fee's
 - 2/3 required to assess new fees
- Provide plans of any new: building, fence, wall, driveway, or other improvements in accordance with the bylaws
 - Single family dwelling only
 - >800 square feet
 - 50 feet from property line
 - 75 feet from road center
- No temporary structures used as residence
- No signs larger than 1 square foot unless associated with construction
- No obstruction or diversion of drainage water flow
- Provide adequate off-road parking
 - No parking on the road unless there is an emergency.

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- No animals except small, noncommercial animals (County law also prohibits)
 - Not noisy or offensive
 - Leash when off property
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- The following must be kept out of site
 - air drying
 - refuse containers
 - fuel storage
 - Garden equipment
 - Stored raw materials
 - Vehicles that are not operable
 - Limit 1 per lot (County ordinance)
- Repair any road damage caused by owner or contractor



Appendix E: Road Work History

A 6-year history of the snow and road maintenance expenses are outlined below.

Year	Income	Plow	Salt	Chip & Tar	Road Patch	TOTAL EXPENSE
2016	\$12,456	\$5,500	\$0	\$0	\$2,518	\$8,018
2017	\$19,088	\$1,000	\$200	\$15,000	\$1,011	\$17,211
2018	\$21,940	\$1,200	\$3,787	\$15,000	\$770	\$20,757
2019	\$22,228	\$1,600	\$4,930	\$13,000	\$1,690	\$21,220
2020	\$18,267	\$400	\$3,307	\$13,000	\$0	\$16,707
2021	\$23,039	\$4,500	\$8,167	\$9,000	\$108	\$21,775