20251109 HOA Annual Meeting

Sunshine Estates HOA Annual Homeowners Meeting
Date: Sunday November 9, 2025
Time: 5:00pm
Location: Cheat Lake Community Church
527 Tyrone Rd, Morgantown WV 26508

1. **Call to order**
    a. Meeting called to order at 5:23pm.
    b. Slight delay to meeting start to allow for gathering of proxy votes to reach quorum of 25 houses.
    c. Attendance list and proxies recorded by President and Vice President.
2. **Previous meeting minutes**
    a. Motion to skip reading previous meeting minutes
    b. Previous meeting minutes approved by unanimous vote
3. **Financial Report**
    a. Reviewed reports that were distributed for the 10/19/2025 meeting that had to be rescheduled due to a power outage; no updated report was received prior to this meeting
    b. Biggest liability – roads; approximately 28% into 8 year mortgage
    c. Profit & Loss – January to September net income almost $11,500. Last year was a mild winter and spent $6,000 on snow removal. This year we expect a lot more – anticipate double
    d. Delinquent Dues – discussed new strategies to improve the situation
        i. Current proposal:
            1. 1 month late – friendly reminder letter sent by board
            2. Quarter late – second letter sent (less friendly)
            3. If dues are not brought current at that point, board will seek legal assistance and collections
            4. Liens will still be utilized
        ii. Discussion surrounding fees for collection agencies – could be as much as 25%-50% kept by the agency for fees; board to research collection agencies to determine best option and research if and how the fees could be passed off to the homeowner
        iii. Discussion around timeline in the current proposal – it was suggested that we intervene sooner; additional discussion and decision needed by board

iv. Additional questions from homeowners regarding past dues:
    1. If a homeowner for back dues is to be sent to collections but they start making payments, will collections process stop? YES
    2. If there is a lien on a house for back dues and it is auctioned off vs being sold, will the lien be upheld? YES
    3. If someone with back dues rents their house, how does that impact an existing lien, etc? Board will consult legal assistance if that happens

e. Road Repairs
    i. There are a couple of places where the concrete is failing; has fallen apart over time
        1. Top of Meteor/Corona
        2. Corner of Corona/Solar
    ii. Pursued quotes and received four; ranged from $40,000-$60,000
    iii. We don't have funds in reserve currently to pay for this
    iv. Jeff Hayden Road needs repaired
        1. Brenda Aldridge contacted the DMV in the past, suggested that everyone start calling and submitting requests to the DMV; will send contact information via email to all homeowners
f. Homeowner Property Flooding
    i. Two present homeowners discussed flooding if their property this year
    ii. If you have a flooding issue, you can mitigate it as long as you do not impact someone else's property
g. Snow Removal
    i. Renewed contract with prior contractor
    ii. Prices went up a little, mostly based on increase in fuel and salt
        1. $140+tax per plow (was $125+tax)
        2. $140+tax per treatment (was $125+tax)
    iii. Good relationship with the current Contractor. The Contractor has the board's trust to provide necessary plowing/treating services; in the event of multiple follow-up treatments during a snowfall event, Contractor will check with the President whether a repeat visit is desired.
    iv. Current contract is secured through the winter of 2027-2028 – if anyone would like to pursue quotes to change provider, it must be submitted to the board in plenty of time to make a decision before renewal of this contract is required (March/April 2028)
h. Bookwise – manages HOA funds and files taxes; good relationship that is continuing

i. There is a dropbox at Bookwise to drop off payments
ii. Inquiry on whether or not Bookwise will accept credit cards for dues payment – no answer was heard

i. Street lights – HOA pays for them
i. Question was asked if we could get the bulbs replaced with LED; President will look into it
ii. Several homeowners mentioned possibly being willing to pay to get the light bulbs replaced with LEDs for the lights at/near their properties

4. Housekeeping

a. Lawns – cut your lawns as needed, maintain greenery and shrubs
b. Garbage – put your garbage out the night before pickup and bring your empty bins in after garbage is collected
i. There are currently 3 different Garbage Collectors servicing the neighborhood
1. Mountain State – Friday Morning
2. Morgantown Disposal – Thursday Morning with Recycling every other Tuesday
3. Republic – Monday Morning
ii. The Mountaineer Transfer Station Monthly Free Day is the 1st Thursday of each month
1. https://www.monongaliacountyswa.com/
2. 304-368-7735
3. 2130 Rail Street in Morgantown Industrial Park in Westover
4. Business Hours:
a. Monday-Friday 5:30am-3:00pm
b. Saturday 7:00am-11:00am
c. Unlicensed Vehicles – do not store them on your property (in garage is ok)

5. Board Elections

a. President
i. Bob Stevens was nominated by Troi Locklar
ii. Bob Stevens accepted the nomination
iii. No additional nominations
iv. Bob Stevens was elected by unanimous vote
b. Vice President
i. Troi Locklar was nominated by Wayne Aquadro
ii. Troi Locklar accepted the nomination
iii. No additional nominations
iv. Troi Locklar was elected by unanimous vote

c. Secretary
    i. Tricia Shaffer was nominated by Bob Stevens
    ii. Tricia Shaffer accepted the nomination
    iii. No additional nominations
    iv. Tricia Shaffer was elected by unanimous vote
d. Treasurer
    i. Wayne Aquadro was nominated by Troi Locklar
    ii. Wayne Aquadro accepted the nomination
    iii. No additional nominations
    iv. Wayne Aquadro was elected by unanimous vote
e. Sergeant at Arms
    i. Chad Mezera was nominated by Wayne Aquadro
    ii. Chad Mezera accepted the nomination
    iii. No additional nominations
    iv. Chad Mezera was elected by unanimous vote
f. Webmaster
    i. Michael Lemasters was nominated by Troi Locklar
    ii. Michael Lemasters accepted the nomination
    iii. No additional nominations
    iv. Michael Lemasters was elected by unanimous vote
g. Special Projects Manager
    i. Travis Layton was nominated by Bob Stevens
    ii. Travis Layton was not present in person, but accepted nomination ahead of time
    iii. No additional nominations
    iv. Travis Layton was elected by unanimous vote
h. Street Representatives
    i. Solar/Corona
        1. Brenda Aldridge was nominated
        2. Brenda Aldridge accepted the nomination
        3. No additional nominations
        4. Brenda Aldridge was elected by unanimous vote
    ii. Aurora
        1. Kelly Watkins was nominated
        2. Kelly Watkins accepted the nomination
        3. No additional nominations
        4. Kelly Watkins was elected by unanimous vote

iii. Meteor/Eclipse
    1. John Kelley was nominated
    2. John Kelley accepted the nomination
    3. No additional nominations
    4. John Kelley was elected by unanimous vote

6. Community Event Coordinator

i. No volunteers
ii. Will send email asking if anyone is interested
iii. Event Coordinator will plan things like the Easter Egg hunt, summer/fall cookout, Halloween party, etc.

7. Open Forum – limited to 3 minutes per topic

a. John Kelly – asked about the requirement for 25 households to be represented prior to starting meeting as this had not been upheld in the past. Will be upholding Roberts Rules going forward, structure and process is required especially as we continue to pursue legal action against homeowners with past dues. It should be the responsibility of the Street Representatives to talk to the homeowners to encourage attendance at the annual homeowners meeting or proactively provide proxy vote. Suggestion was heard to put a sign up in front of the Sunshine Estates Rock to advertise the date, time and location of the meeting.
b. Rick Holsberry – expressed interest in purchasing the common area adjacent to his property. President to investigate feasibility of this request.
c. Wayne Aquadro – mentioned that we need to start considering increasing dues; everything else is increasing. John Kelly agreed but mentioned that it was unfair for homeowners who are current on their dues to pay an increase when there are homeowners with significant back dues still on the books.
d. Brenda Aldridge mentioned speeding cars in the neighborhood. No new solutions were discussed with the present homeowners.
e. The new house being built on Corona was mentioned. Whoever purchases that house once construction is complete will be required to pay dues to the HOA.
f. Todd Mullens– expressed appreciation of the orderly meeting and feels that Roberts Rules is the way to go.

8. Adjournment

a. Meeting adjourned at 6:39pm