

RIVER RIDGE PROPERTY OWNERS ASSN., INC.
Meeting Minutes
Comfort Inn – Martinsburg, WV
November 2, 2003

BACK GROUND INFORMATION

This meeting was supposed to be the organizational meeting of the River Ridge Property Owners Association. The purpose of the meeting was to elect officers of the Association and to turn over the roadways within the Subdivision of River Ridge to the Association. The escrowed Association funds were to be disbursed to the newly elected Treasurer. L. Hunter Wilson would also be present to answer any questions.

Shannon Brown, Attorney representing Hunter Company of West Virginia, started the meeting at 12:15 PM. 59 registered property owners needed to be in attendance in order to establish a quorum. Ms. Brown also instructed that there was a form to be completed that included an indication if address information could be available to Board of Director use only.

At the beginning of the meeting, there were not enough property owners in attendance to establish a quorum. Ms. Brown recommended that the elections be held anyway – the election would not be valid without the quorum. In the meantime, she would get legal advice and possibly the results could be ratified by mail.

Mr. Wilson addressed the meeting and stated that there was approximately \$36,000.00 in the escrow account. The deed for the roads needs to be executed to the association and recorded in two counties. The first item that is needed is a registered agent who lives in West Virginia.

The owners in the room were instructed to introduce themselves and to indicate if they were willing to hold an elected office.

Nominations were opened for the position of registered agent. Katie Vance (Lot 25) was elected to the position of Resident Agent.

The election of Officers was the next item of business.

President

Nominated: Charlotte Rooney (Lot 8)

Elected: Charlotte Rooney

A question was asked if the terms could be staggered. This idea could be amended after the officers are elected. A question was asked if there was a built in legal council determined after the Board of Directors was elected. This is not mandatory, but someone could be hired on an ad hoc basis.

Charlotte was congratulated and she stated that she would accept a two year term and would do the best that she could do.

Vice President

Nominated: Lottie Dey declined
Julie Kurland (Lot 4)

Elected: Julie Kurland

Secretary

Nominated: John Dorsey (Lot 80)
Sherrie Zabriskie (Lot 58)

Elected: Sherrie Zabriskie

Treasurer

Nominated: Greg Cole (Lot 76)
 Monideep Dey (Lot 27)
 John Dorsey

Elected: John Dorsey

5th Director The person in this position would serve as a tie breaker.

Nominated: Monideep Dey

Elected: Monideep Dey

The next item of business was to establish a snow removal schedule.

Someone mentioned the issue of the gate – it does not lock. Mr. Wilson said he would have it fixed.

Another person asked what was the present criterion for snow removal. Mr. Wilson stated that a plow with skids was used – this removes all snow except for the last inch to inch and a half. There are 118 lots in the subdivision and the cost of snow removal is approximately \$20,000.00 per year. There are three contractors available for the job:

Holton Miller in Wardensville
 Billy Hart
 South Branch Construction

Last winter South Branch was used for the job. They graded the roads prior to the hurricane for an amount between \$3500.00 and \$4000.00. The roads need to be graded every spring and fall and all the culverts need to be kept free of debris. Approximately \$10,000.00 needs to be budgeted for road maintenance. The only thing needed to be done this fall and winter is snow removal. There are approximately 60,000 feet of roadway. The question was asked if the same company does tree removal. Billy Hart removed the trees. It was asked if anyone else had access to the roadways. Near Lot 26 there are 1200 acres that are a conservation trust. There are no other deeded easements. A hunt club is using our roads – their property backs to a green gate across from Lots 26 and 27. Previously the hunt club leased land that is now River Ridge, but this is no longer the case. Mr. Wilson knows whose these people are.

Another question was asked what was our responsibility regarding the roads – is there a possible liability issue? Some of the drop off areas can be dangerous. We may want to look into the idea of getting liability insurance.

It was suggested that we keep the present contract in effect and plow those roads leading to the houses in existence. No private driveways would be plowed. Mr. Wilson suggested that the roads be plowed when the snow fall exceeds six inches. We should get a good contractor who knows what to do.

Another suggestion was we use eight inches as the guide for snow removal. Greg Cole stated that all of the roads should be plowed since we all are paying for it.

The State does not plow the roads until the snow fall reaches eight inches. Another owner states that Holton Miller plows the roads from town to Warden Lake. How big is this company – are they able to handle our needs?

A motion was made to use the lower snow fall figure (six inches) as the limit for snow plowing. The motion was amended that all of the roads would be plowed when the snow fall reaches six inches. The motion passed.

The next item of business was to establish a time and place for the next meeting. If we don't have another meeting in the meantime, we need to establish an Annual meeting date at a specific location.

A suggestion was made for the first weekend in November at the Comfort Inn. Another suggestion was the Fire House in Wardensville and that we should meet in the spring. It was motioned and approved to hold the next Annual

available. Ms. Brown could provide a statement. This cannot be done as this would be a conflict of interest to Ms. Brown.

Any insurance carrier could look at the road – we need to check with one or two insurance carriers. At present we do not know the cost of liability insurance for the roads. We need to know what the standards are for the roads.

A motion was made that we have the roads looked at by an insurance carrier now. We need a volunteer to meet with the insurance agent. The President will make the calls.

Security of the property is another issue. At some point we may need someone to patrol the property. A sign at the entrance that states “Neighborhood Watch” might be a good idea.

ATV use on the roads is another issue. Residents can use ATV’s on their own property, but not on the roads.

It was motioned to add to the entrance sign the following information: Private Road, a 15 mph speed limit on the roads, No Trespassing, No Hunting. There was no second. There was further discussion on the wordage of the sign.

Another motion was made to post a sign at the entrance to include the following: Private Road, Private Property, No Trespassing, and No Hunting. The motion passed.

Who can enforce these restrictions on the sign? Three property owners can report a violation to the Sheriff’s Dept, and then action would be taken.

There was no further business to discuss. There was a motion for adjournment.

The meeting was adjourned at 2:02 PM.

Respectfully submitted,

Sherrie F. Zabriskie
Acting Secretary