

DRAFT

Minutes of the Annual River Ridge  
Association Meeting  
June 24, 2023

I. Call to Order

The annual meeting of the River Ridge Association was held at the River Ridge Park, Great Cacapon, West Virginia on June 24, 2023. The meeting was called to order at 1:05 PM by Nancy Johns, President.

Introductions: Board Members and all attendees at the meeting were invited to introduce themselves.

**President's Remarks:** President Nancy Johns welcomed all attendees and talked about River Ridge and the unique environment we have. The board's primary function is to maintain the environmental condition of the community and try to reforest the community. She thanked Frank Rodgers of the Cacapon Institute for his time this morning sharing information about the Cacapon Institute. Ms. Johns thanked the committee chairs beginning with the busiest, O & M and Bruce D'Agostino for serving as liaison to the O & M Committee as well as serving as the Architectural Committee chair. Rex MButhia is expected to be the new O & M Chair. She also thanked Dave Caplinger for his work in maintaining our roads.

Ms. Johns explained the ongoing cost increases of gravel and the April 7, 2023, Alpha Engineering evaluation which was done for River Ridge. (A copy is located on the River Ridge website). Alpha Engineering looked at future road maintenance and the upkeep required. With increased building in the community, including large numbers of heavy construction vehicles, and general road traffic, an estimated cost of \$170,000 is needed to provide replacement gravel today to ensure long

term performance of the roads. Rather than charging a one-time assessment, the board has decided to use reserves and raise the annual dues by less than 10% to \$700 this year. We hope to be able to do the same next year.

Ms. Johns announced that plaques have been added to the board at the river thanking Jim & Audrey Kline, Helen Herlocker and Tom Miller for their years of service to River Ridge. Ms. Johns announced that River Ridge has joined the West Virginia Association of HOA's, and Bill Snitcher is our liaison.

Ms. Johns mentioned that the Architectural Committee has been busy under Bruce D'Agostino publishing guidelines and reviewing plans for various homes under construction in River Ridge. She also stated that the Environmental Committee under Daniel Jacoby has been working with the State of West Virginia and the Cacapon Institute on the reforestation of our community. Ms. Johns stated that our Community Liaison, Lisa Ellis, is working to maintain harmony in the community and working with the rentals, noise disruption, light pollution, contractors breaking gates, etc. and tries to work on solutions for all. Devon Hill is chairman of the Nominating Committee and Ken Hohl is the Treasurer for our association. Larry Scriggins, chair of Long-Range Planning, also helps with amending the bylaws and worked with Alpha Engineering and their recent study of River Ridge. Bill Snitcher is chair of Communications and our liaison to the West Virginia HOA association. He is responsible for the River Ridge Newsletter and the community's website.

**Secretary:**

- A. Proof of Meeting Notice: Proof of meeting notice was confirmed. Notice was given by publication in the River Ridge Review, the association website and at the bulletin boards at both gates.

- B. Quorum Validation – A quorum of 77 owners (55 by Proxy and 22 in person votes) were validated by Patty Widerman, Secretary.
- C. Minutes from 2022 Annual Meeting: A motion was introduced and seconded to waive the reading of the minutes from the June 25, 2022, Annual Meeting and approve them as drafted. The motion was approved without objection.

## **II. Committee Reports:**

### **A. Treasurer's Report**

Treasurer Ken Hohl reported that the association is operating within budget but that expenses were rising for road repairs. Per Ms. John's earlier comments, some of the reserves were being used for the gravel expenses and no additional funds would be going into reserves for 2023-24. The annual assessments for next year will increase to \$700 per lot.

### **B. Communications:**

Bill Snitcher reported that he will be the liaison for West Virginia HOA Association for River Ridge and that the group had great info to share. He is also in charge of the Newsletter and the information on the website.

### **C. O & M:**

Bruce D'Agostino reported that Dave Caplinger, Jackson Ellis, Bill Newman, Bob Manges and Rex Mbutia were on the committee and that we expect Rex Mbutia to become the new chair. The O & M Committee recommended that we discontinue offering snow removal opt-in for residents of River Ridge and have residents' contract on their own. The Board is expected to make a decision before issuing the assessment notice. Rex Mbutia stated phase 1 of the community roads gravel project should be complete by year-end and phase 2 should be complete by the end of 2024.

#### **D. Architectural:**

Bruce D'Agostino reported that 4 houses were built in the last year with several more under construction. Gary Dufour has been added to the committee along with Cecelia Martinez and Grant Wheeler. Jim Kline is leaving the committee. A new set of regulations for greenhouses and a new matrix for acceptable building materials is now listed on our website.

#### **E. Environmental:**

Daniel Jacoby reported the Cacapon Institute was again working with River Ridge to encourage tree planting at reduced rates. Daniel has free seedlings of American Chestnut trees and encouraged anyone interested to take one and plant it and fence them. Watering is especially important for the first two years. Spongy Moth spraying occurred in May. He also asked for volunteers for the upcoming deer hunt. Tom Sparks is running it again this year. In 2021, fifteen deer were taken and in 2022, twenty-five deer were taken.

#### **F. Community Liaison:**

Lisa Ellis thanked the community for cooperation and making changes that have resulted in fewer complaints. So far this year she has seen: 2 lighting complaints, 4 noise complaints in which communication with Rental Owners has helped and 4 trash issues. One of the Rental Owners has upgraded his receptacle which has helped. Lisa noted that there is an increase of turtles on roads and to watch your speed when driving. She also gave a reminder to reduce lighting outdoors at night as well as secure your trash boxes. Lisa reminded us to talk to our neighbors and be civil. She is working on an email address for the community and reminded us to refer to the Violation Claim Guideline on the website for noise and other violations.

### **G. Long Range Planning:**

Larry Scriggins reported that he had worked on the gravel issue along with Alpha Associates and the River Ridge Board to ensure that we budget correctly for the future. The committee also explored building a Pavilion for the community. The Army Corp of Engineers was brought in by the county due to the specific property location residing in the 100-year flood plain. There were major regulations that made the prospect nearly impossible and cost prohibitive.

### **H. Nominations:**

Devon Hill asked for volunteers in the community to consider joining the board or join a committee that may be of interest to them.

### **III. Results of Vote:**

Per Patty Widerman, Secretary; Nancy Johns, Larry Scriggins, Ken Hohl, Patty Widerman, Lisa Ellis and Rex Mbutia have been elected to the board.

### **IV. Old Business:**

No remaining old business

### **V. New Business:**

Next Board of Directors meeting to commence directly after the picnic. Further board meetings to be determined.

### **VI. Adjournment:**

A motion to adjourn was made and seconded. The unanimous vote was accepted, and meeting was adjourned at 2:20 pm.

