

Sleepy Hollow Lot Owners Association Newsletter

www.shloa.com

December 2018



SHLOA BOARD	
President	Rick Inclima
Vice President	Elaine Wright
Treasurer	Rick Roscoe
VP Roads	Roger Brown
VP Communication	Beth Znaniecki
VP Common Facilities	Stacey Weiant
Secretary	Jane Munson

SHLOA BOARD MEETINGS

A notice announcing the date, place & time of a Board Meeting will be placed on the bulletin board at the mailboxes approximately 10 days before each meeting. If you have any questions, please contact a board member.

TO CONTACT THE BOARD

Please address all issues to the Board in writing. Send your correspondence to:

SHLOA
65 Audubon Road
Hedgesville, WV 25427
e-mail: sleepyhollowhoawv@yahoo.com

EMERGENCY NUMBERS

FIRE or Emergencies: Call 911

Morgan County Sheriff Non-emergency	304-258-1067
Berkeley County Sheriff Non-emergency	304-267-7000
State Police/Martinsburg	304-267-0000
State Police/ Berkeley Springs	304-258-0000
Div. of Natural Resources; Enforcement	304-267-0037

Remember, SHLOA is not a law enforcement agency
Call the proper authorities when you need help.

FROM THE BOARD

Reminder of upcoming elections in 2019

The community will hold upcoming elections for board seats and ballots will be mailed in the spring. If interested in serving your community, please notify the board and send brief statement to the email listed above.

A MESSAGE FROM YOUR PRESIDENT

As another year comes to an end, I want to thank the members of the Board of Directors and all our community volunteers for their efforts and dedication to the Sleepy Hollow community.

As you may be aware, we had several new members elected to the Board this past June. Beth Znaniiecki is our new VP of Communications and responsible for publication of this newsletter and maintenance of our website (www.shloa.com). Jane Munson is our new Board Secretary responsible for recording Board meeting minutes, maintaining records of correspondence, receiving bills and bids, etc. They have both “hit the ground running” and I am very appreciative of their efforts on the Board.

Your Board of Directors had undertaken several significant improvements this year including dredging and rebuilding of the silt pond; installation of an “access ramp” at the back of the lake for residents to launch canoes, kayaks, and john boats; repaving of the top portion of Audubon Road; and the initiation of several “emergency” road projects necessitated by this year’s significant rainfall. This work was largely overseen by our VP of Roads, Roger Brown, and our VP of Common Facilities, Stacey Weiant.

These maintenance and improvement projects are all funded from the Annual Assessments. I want to thank each and every owner who pays their assessments on time, and I want to encourage any delinquent owner to contact Treasurer Rick Roscoe and bring their accounts into good standing status. SHLOA has some of the lowest HOA fees in the Eastern Panhandle, and with everyone pitching in, volunteering, and doing their part, we hope to keep it that way.

Rick Inclima

A MESSAGE FROM YOUR TREASURER

Assessment collections, both current and past years have gone very well this year. We have also closed and cleared four (4) property judgments. All assessment invoices for 2019 have been mailed Friday December 7, 2018.

Rick Roscoe
Treasurer

2019 Assessment Notice

SHLOA Assessment Notices are mailed out the first half of December. The \$250.00 per lot assessment is used to plow snow; maintain our roads, dam, and common facilities; pay legal and attorney fees; pay mandatory state inspection fees, insurance premiums, etc. Additionally, pursuant to the SHLOA Bylaws, 10 percent of annual assessment income is set aside in the Emergency Fund and 15 percent in the Capital Improvements Fund.

Thank you for doing your part.

****Remember to take advantage of the \$25.00 reduction for early payment!****

A MESSAGE FROM YOUR VICE PRESIDENT OF COMMUNICATIONS

I wish you all a Happy Holiday season. In the upcoming year please share with me any events or concerns that you wish to be shared with the community. I would welcome items of interest to be placed in the newsletter.

Thank you to all the residents who have signed up to receive the SHLOA Newsletter by email. If you want to sign up to receive the newsletter via email, please send an email to Sleepyhollowhoawv@yahoo.com with your name, section/lot number, current mailing address, and email address. Kindly put "Newsletter" in the subject line. It's that simple, and you will receive all 4 Quarterly Newsletters directly to your inbox.

VP Communications
Beth Znaniecki



12/9/18

**COCOA WITH
SANTA
AND
RUDOLF!!!!!!**

HO! HO! HO!





Bear Safety Tips:

1. Take in bird feeders at night and clean beneath the feeders.
2. Take Grills in and clean any spills.
3. Double bag garbage.
4. Take pet food bowls in at night.

As the community has reported seeing bears in the area this fall it is best for all to be alert and take precautions for your safety.

Sleepy Hollow Snow Plowing Policy

SHLOA follows a long-established policy regarding the plowing of roads during winter weather. The policy provides that roads are plowed whenever the depth reaches 3 inches anywhere in the development. We will have unpaid volunteers checking on snow depth throughout the community, especially in the problem areas. We will not plow when snow fall is less than 3 inches. Please drive carefully on winter roads and allow extra travel time during weather events.



How You Can Help This Winter

Remove all vehicles from the roadway to facilitate plowing and treatment of road surfaces;
Do not park in cul-de-sacs because plow trucks need to turn around and need places to push snow;
Do not attempt to plow roads yourself. This can damage the roads and impede drainage;

Please be patient with our contractors and the SHLOA Board; we are doing our best to provide these services;

Please check in on your neighbors for their safety.

Thank you!

Please DO NOT Apply Salt on Dirt Roads

Unfortunately, there are limited options for dealing with ice on dirt roads. Ice cannot be plowed down to dirt level. The only viable option is to spread cinders. Salt CANNOT be used on dirt roads, it will make a bad situation MUCH, MUCH worse. There are cinder barrels in the neighborhood for resident's use. Please avail yourself to some when ice is forecast.

Applying salt to dirt roads will make them mushy, muddy and virtually impassable. SHLOA will have no choice but to hold persons spreading salt on our unpaved roads liable for such costs. Please do NOT apply salt on unpaved roads!

BUDGET

2018 BUDGET AS OF NOVEMBER 30, 2018	2018 BUDGET	YTD	DIFFERENCE
INCOME			
2017 HOME OWNERS ASSESSMENTS	\$114,300.00	\$109,951.70	4,348.30
MISCELLANEOUS INCOME	\$300.00	\$5.00	295.00
OPERATING INTEREST	\$100.00	\$0.00	100.00
REFUNDS		\$0.00	
MAIL BOXES		\$350.00	(\$350.00)
TOTAL INCOME	\$114,700.00	\$110,306.70	4,393.30
2017 RESERVE ALLOCATIONS			
CAPITAL IMPROVEMENT FUND	\$17,145.00	\$16,492.76	652.24
EMERGENCY FUND	\$11,430.00	\$10,995.17	434.83
TOTAL RESERVE FUND	\$28,575.00	\$27,487.93	1,087.07
FIXED EXPENSES			
INSURANCE/TAX/LICENCES/PERMITS	\$4,500.00	\$4,506.09	6.09
STORAGE	\$600.00	\$600.00	0.00
PHONE AT LAKE	\$550.00	\$498.06	51.94
LIGHTS AT BALLFIELD AND LAKE	\$320.00	\$297.20	22.80
RELIEF STATIONS	\$1,000.00	\$1,074.84	74.84
COMMUNICATIONS	\$1,800.00	\$903.10	896.90
TOTAL	\$8,770.00	\$7,879.29	890.71
ADMINISTRATIVE			
ADMINISTRATIVE/OFFICE SUPPLIES	\$500.00	\$457.69	42.31
COMPUTER, SOFTWARE, OFFICE EQPT	\$150.00	\$0.00	150.00
LEGAL FEES	\$5,000.00	\$5,000.00	0.00
TREASURERS/ACCOUNTING/INVOICING	\$3,700.00	\$1,402.68	2,297.32
TOTAL	\$9,350.00	\$6,860.37	2,489.63
ROAD UPGRADES			
UNPAVED	\$24,000.00	\$39,692.07	15,692.07
PAVED	\$1,000.00	\$3,245.67	2,245.67
SNOW REMOVAL	\$12,000.00	\$8,245.35	3,754.65
TOTAL	\$37,000.00	\$51,183.09	14,183.09
COMMON FACILITIES			
LAKE ATTENDANT	\$5,500.00	\$4,303.00	1,197.00
LAWN CONTRACT	\$6,100.00	\$4,568.60	1,531.40
MAINTENANCE	\$7,300.00	\$6,514.25	785.75
CASUAL LABOR	\$1,000.00	\$469.36	530.64
COMMUNITY ACTIVITIES	\$1,200.00	\$267.27	932.73
TOTAL	\$21,100.00	\$16,122.48	4,977.52
2017 RESERVE FUND			
TOTAL 2017 EXPENSES	\$114,300.00	\$109,533.16	4,766.84

SCHOOL BUS STOP SAFETY

Our County designated school bus stop does not have a parking area for parents putting their children on or getting off the school buses. Both Berkeley and Morgan counties pick up children at their designated stop, located at the junction of Mountain Lake Road and Audubon Road.

The bus stop area gets very congested, as parents and caretakers have taken to parking along the top of Audubon Road. This creates a potential hazard for everyone including road users, parents/caretakers, and most importantly, our children. Sleepy Hollow was originally established as a “recreational community” and was not engineered with a school bus waiting area. This is what we have, so let's all exercise patience and understanding for those twice a day stops as our children go to school for their formal education. Let's all show them (and each other) proper social education, patience and understanding!

The safety of our children is paramount. Parents and caretakers are reminded not to park too close to the corner on Audubon at Mountain Lake Road. Road users are reminded to be mindful of the bus stop and enter and exit the community using extreme caution, especially during school bus hours. And our students are reminded to use caution and be extra careful while using and accessing the bus stop.

Parents of school-aged children are strongly encouraged to speak with their school boards, County Officials, and PTAs about possible alternative bus stop options that will improve safety for our children.

Residential Trash Pick-up Services

Apple Valley Waste is one residential trash pick-up company that services residential properties in Sleepy Hollow. As a community service, SHLOA is publishing their website and phone number for any resident who may require or desire curbside trash pickup. SHOLA is not endorsing Apple Valley Waste or any other business that might offer similar services.

You can visit Apple Valley Waste's website at <http://www.applevalleywaste.com/> or contact them at 877-267-1280. You can also search the internet or the yellow pages for other waste disposal companies that may provide residential trash pick-up services.

Chimney Safety

Chimney fires cause hundreds of deaths and millions of dollars in lost property every year in the United States. But they can be easily prevented, say University of Georgia experts. The key is to keep the fireplace free of creosote build-up. Creosote is a flammable, sticky substance caused by unburned gases that condense on the inside of the chimney.

- Always call the fire department first. Then cut off the fire's air supply by closing any air intake vents to the firebox, close the stove damper, and always keep a class ABC dry chemical fire extinguisher handy.
- Check chimney structure and fireplace equipment.
- In addition to checking for creosote build-up, check the structural soundness of the chimney, too. Check for any damages that may have happened in the past heating season. Look often for signs of structural failure and have any damages repaired immediately.

BLOCKED OR MISSING DRIVEWAY CULVERTS ARE A MAIN CAUSE OF EROSION ON UNPAVED ROADS!

Please keep your driveway culverts clear of debris to facilitate rainwater flow into the ditch lines. Otherwise, the water flows out on the road and causes serious erosion damage, especially on the unpaved roads. Installing and maintaining driveway culverts is the responsibility of property owners. Please help us keep our roads passable and in a state of good repair by installing and maintaining driveway culverts.

If you need a contractor for hire to clean or install a driveway culvert, residents may contact VP of Roads, Roger Brown, for a recommendation at Rbrown.shloa@yahoo.com.

Join the Pothole Brigade

Volunteers needed

SHLOA spends approximately one-third (1/3) of our annual budget on the maintenance of our unpaved roads. Each March, the Roads Committee conducts a comprehensive inspection of our unpaved roads and submits a report to the Board of Directors. The Board then prioritizes the work based on both need and budget, and bids for the work are solicited.

Each Spring our selected contractor grades, crowns, and stones the unpaved roads as directed by the Board. However, unpaved roads need constant attention throughout the year. That is where a volunteer "Pothole Brigade" can make a big difference.

If you would like to volunteer for the pothole brigade, please contact SHLOA President Rick Inclima at sleepyhollowhoawv@yahoo.com and put "pothole brigade" in the subject line. Conceptually, brigade volunteers will "adopt a road" and repair potholes on a recurring (monthly?) schedule. SHLOA will supply the fill material (crush/run stone). Brigade volunteers will supply the labor and hand tools (shovel, pick, hand tamper) and make their own schedule.

This is a great way to volunteer your time and talent, get some exercise, meet your neighbors, and benefit your community. The time burden will be minimal, and the impact will be great! If you are interested in volunteering, please contact Rick Inclima at the email address above. Thank you.



The SHLOA Board of Directors wishes you and your family a safe and happy holiday season!

*****TELL THE BOARD*****

Mail Change of Ownership and Address update form to: SHLOA, 65 Audubon Rd, Hedgesville, WV 25427

CHANGE OF OWNERSHIP OR ADDRESS/UPDATE YOUR INFORMATION	
<p>Date: _____</p> <p>Section(s) and Lot(s) _____</p> <p>County (for each lot) : _____</p> <p>911 Address (for each applicable lot): _____ _____ _____</p>	<p>Section(s) and Lot(s) _____</p> <p>Date of Settlement or Title Change: _____</p>
<p>Current Information:</p> <p>Your Name(s) : _____</p> <p>Street/POBox/Apt: _____ _____</p> <p>City: _____ State:____ Zip Code:_____</p> <p>Do you own a mailbox at the ball field? _____</p> <p>Unit and Box? _____</p> <p>Phone Number at above address: _____</p> <p>Sleepy Hollow Phone # (if different from above) _____</p> <p>email address : _____</p> <p>Emergency Phone #: _____</p> <p>Emergency Contact: _____</p>	<p>New Information</p> <p>New Owner's Name(s): or change of address _____ (if applicable) Street/POBox/Apt: _____ _____</p> <p>City: _____ State:_____ ZipCode:_____</p> <p>Phone Number at above address: _____</p> <p>Sleepy Hollow Phone # _____ (if different from above)</p> <p>email address: _____</p> <p>Emergency Phone #: _____</p> <p>Emergency Contact: _____</p>