

# Windsor Pointe

Property Owners Association

July 24, 2010

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Windsor Pointe Annual Board Meeting  
509 Windsor Lane  
Jacksboro, Tennessee 37757

President Bill High brought the meeting to order at 9:30 a.m.  
Present were: President Bill High, Treasurer Carolyn Waugh, Secretary Sharon Lichtenberg, Board Member Barry Howard, Dock Lot Committee Chairman Dan Green, Architectural Control Committee Chairman Mike Lichtenberg, Architectural Control Committee Member Peter D'aleo, property owners Al Alvarez, Tom Farmer, Vicky Martin Green, Kris High, Steve Kozma, Tim Preece, Judith & Frank Salzano, Rod and Angie Stryker.

**President's Report & Individual Recognitions** were reviewed by President Bill High. Report is attached.

**Secretary's Minutes** from the July 25, 2009 Annual Meeting were mailed to all property owners prior to this meeting. To save time they were not re-read (see attached). There were no comments, corrections, additions or questions. A motion to approve the minutes as mailed was made by Judy Salzano and seconded by Vicky Martin Green. Motion carried.

**Treasurer's Report** was presented by Carolyn Waugh. To date there is only one property with unpaid annual dues. A lien has been placed on that property. Total assets for WPPOA are \$21,517.00; \$4,400.00 in checking and \$ 17,077.00 in C.D.s. A detailed report is attached.

The Proposed Budget for 2011 was passed twenty seven (27) votes for and two (2) votes against.

A motion to approve the treasurer's report was made by Dan Green and seconded by Angie Stryker. Motion carried.

**Architecture Control Committee Report:** Windsor Pointe has a total of 62 building properties: 20 lots now have completed homes and one (Lot 36) has just been approved to begin construction. There are currently no new building plans being reviewed. Bill High reminded property owners that driveway culverts are required by our covenants, and also by Campbell County. While some lots may not require culverts due to location, these lots will require exemption from **both** the Campbell County Roads Superintendent and Windsor Pointe Architecture Control Committee before proceeding without a driveway culvert.

**Election Results:** Bill High reported that of the 61 Windsor Pointe lots eligible to vote this year 34 lots voted. That's over half, an improvement in participation.

The Proposed Budget for 2011 passed: 27 for, 2 against.

The following were elected to fill two year positions on the Board:

Peter D'aleo

Barry Howard

Angie Stryker

Dan Green: Alternate (should any elected board member resign)

### **New Business Items:**

**Tennessee Wastewater Representative:** Charles Hyatt from Tennessee Wastewater (TWW) addressed the group before the meeting began. TWW had higher rates approved by the Tennessee Regulatory Authority in 2009. The new rate schedule was the source of open discussion including an annual sewer access fee for undeveloped lots that prior to 2010 was never charged to property owners. There were also numerous questions from property owners, primarily about how to best maintain our systems. Homeowners are responsible for maintaining their systems from their holding tank into the house, while TWW covers maintenance for everything from the holding tank out. He reviewed some of the things we should not be putting into our wastewater systems as they tend to clog up the filters: fruit & vegetable scraps, hair, diapers, baby wipes, paints & chemicals.

**Entrance Sign:** Bill High reported that two letters (the "t" and "e") have been removed from the sign by parties unknown. Doug Pottorf is currently making replacement letters for \$75.00 and Ed Bruce will reinstall them. There was also damage to one of the lights (cause unknown), which has been repaired. The trees around the entrance have recently been trimmed back by LaFollette Tree to allow more light for the entrance landscaping.

There was some discussion about the importance of our entrance area and how much money, and time, we want to put into maintaining it. Bill High reported he had spoken with Helen Graves, a local realtor, regarding community signs in general throughout the lake area. It is Helen's opinion that entrance signs add value to a community development. The general feeling of those present at the meeting was, we should continue to maintain the entrance, providing upkeep and vandalism don't get out of control cost wise.

**Community Watch Meetings:** The last meeting was held Friday May 14, 2010 at the Pinecrest Fire Station. Detective Brandon Elkins from the Campbell County Sheriff's Department, presented a very informative meeting for the Windsor Pointe and Hiwassee residents in attendance. The primary topic was methamphetamine labs and how to recognize a "cook" area.

Bill High reported that a Neighborhood Watch meeting is being planned for this fall for Windsor Pointe and Hiwassee residents. Information will be sent to all property owners in the near future.

**Website Voting Update:** Barry Howard continues to research the possibility of using one of the free sites available for our website and for possible on line voting in the future.

**Street Lights:** Some property owners have asked about installing street lights through out the community. Bill High talked to LaFollette Utilities and was told they will not install street lights where underground utility wires exist. Windsor Pointe would have to pay for having an independent contractor install any street lighting. Of those present at the meeting, there was no interest in pursuing the expense of having street lights installed in the near future.

**Fire Hydrants:** Pinecrest Volunteer Fire Department tests and services our three hydrants annually. They were last tested June 30, 2010. All three hydrants tested “Good” (see attached report).

The question of adding a fourth hydrant for Windsor Pointe was brought up by property owner Al Alvarez. There was discussion about the expense of replacing the existing 4” water main with a 6” line required for a hydrant. Fire Chief Jerry Moat and seven of his volunteer firefighters were on hand to answer questions from property owners. The Pinecrest Volunteer Fire Department feels they have sufficient equipment and man power to handle a house fire at the end of Windsor Lane or on Stoney Rock without additional hydrants. Also the PVFD has offered to conduct a time drill to demonstrate their ability to respond to a fire at the end of Windsor Lane. The date and time of this test is TBD. Bill High will talk to LaFollette Utilities again about upgrading the water lines for additional hydrants.

Our Pinecrest Volunteer Fire Department is less than five miles away and has a rating of 7, which provides a discount on insurance premiums with most underwriters.

**Protective Covenants Violations & Enforcement:** The question of what to do about covenant violations is an ongoing issue. Judy Salzano pointed out that in Norris Crest, a lake community similar to Windsor Pointe, the Homeowners Association failed to enforce their covenants and a property owner sued the Association. There was some open discussion and all but one property owner present voted in favor of the Board establishing a schedule of fines for violations and enforcing all covenants as written. A general letter explaining the fines will be sent to all property owners. This letter will be followed by warning letters to anyone in violation.

It was also suggested that some of our covenants could be out of date, or unreasonable.

**Windsor Pointe Handbook:** A Handbook has been printed for each property owner. Vicky Green and Bill High developed a “user friendly” informational book for home/property owners. Included are useful phone numbers, a map with Lot Numbers and a list of property owners. Secretary Sharon Lichtenberg did the final layout for the handbook including the covers and printing. The WP Board will update the handbook including owner contact information annually. Handbooks will be mailed to those not present at the Annual Meeting.

**Pinecrest Volunteer Fire Department (PVFD):** Fire Chief Jerry Moat was present at our meeting along with seven of his volunteer firefighters. After introductions were made, Bill High presented them with a \$200.00 donation.

Chief Moat then introduced Henry Hudson who will take over as new Fire Chief when Jerry retires in September.

Chief Moat announced that the PVFD now has a defibrillator and is trained in its use.

Chief Moat also talked about fire safety. Some of the most common causes of fire in Campbell County are, faulty electrical wiring, methamphetamine labs and garbage/brush burning. A permit to burn brush is required (garbage burning is illegal). Permits can be obtained by contacting the Campbell County Forestry Dept. Also, it is illegal for building contractors to burn without a permit. Unattended burns, which are common on building sites, are prohibited in Campbell County. If you are building, please remind your contractor.

Chief Moat suggests that in an emergency you call 911, **and** the Pinecrest Fire Department, because the fire department's EMT's will arrive much quicker.

Jerry Moat thanked Windsor Pointe Property Owners Association for their annual donation to the Pinecrest Volunteer Fire Department and for all their support during his 18 years on the fire department.

A motion to adjourn was made by Judy Salzano and seconded by Al Alvarez,. Motion carried and the meeting was adjourned at 11:45 AM.

Minutes respectfully submitted by Sharon Lichtenberg  
July 24, 2010