

Community & BOD Minutes

Countryhouse Service Group V, Inc.

DATE May 19, 2026

TIME 9:30 AM

MEETING CALLED TO ORDER BY John King, President

IN ATTENDANCE

Board members: John King, Martha Martin, Annette Kilby, Jim Farrington

Quorum established.

Committee Chairs: John Linton, Dean Felton (Insurance and Safety Co-chairs), Jim Fink (Tree Co-Chair)

Mill House Director: Michelle Johnson

Four residents in person, Six residents on Zoom

MOTION TO APPROVE THE CONSENT AGENDA

MOTION 05-06-2026, Approved 05/19/2026. Jim Farrington made a motion to approve the consent agenda which included the minutes from April 21 Community and Board meeting, the May 5 work session, the May 19 Motions Report and Agenda. Second by Martha Martin. YES: 4 (3 absent)

PRESIDENT'S REMARKS, JOHN KING

- **RootX Update** – The product has been delivered. Volunteers will be trained in June; application is planned for late June. There are currently nine volunteers. Two or three more are needed to have a volunteer for administering the product in each Close. Volunteers will contact homeowners in their assigned Close to make an appointment for the administration. The timeframe for completion of the project is dependent on accessing homes and will likely take a couple of weeks.
- **Bylaws Change** – Due to the increased cost of postage, the BOD is recommending a change to the bylaws to allow emailing ballots and annual meeting information in the future. The vote will be held at the annual meeting in November. Currently, the meeting is scheduled for November 8, however the BOD will discuss changing the date to the third Sunday at the next work session.
- **Chimney Issues** – Recently, multiple exterior chimneys with vinyl siding were found to have water damage from improper installation of flashing and/or corner trim which allowed water behind the vinyl and caused rot in the sheathing which was not wrapped by the original builder. Fitch has been made aware of the issue but claims no responsibility. (The HOA attorney was contacted. The statute of limitations for construction claims is seven years and has therefore expired.) The Maintenance Committee inspected all such chimneys and determined over forty had signs of rot (sheathing flaked when examined by touch). The full scope of the damage can't be determined without removing the vinyl. To date, two chimneys have been repaired at a cost of over \$5000 each. The BOD is working to get an estimate of further repair costs.

Question: Do we have the original construction plans and building codes from the time of construction?

Answer: In past attempts to get the original construction plans from Fitch we were told they no longer exist. At the time of construction, the Chatham County building codes were pretty lenient. John King noted when he built a house in the late 1970s, the only restrictions were that the land perked and the building site was a certain distance from the property line. No inspections were required.

Question: What is the life of the siding? What type nails were used in construction.

Answer: Fifty-year siding, Nails were not galvanized and, in some cases, exposed nails were not sealed. However, all roofs have been replaced once so this is no longer an issue.

Question: What is the responsibility of Fitch for maintenance issues within Countryhouse?

Answer: Once the properties were turned over to the service groups, Fitch has no responsibility.

Question: What is the HOA responsibility?

Answer: The HOA is responsible for building exteriors, the homeowners for the interior.

Question: How does the HOA avoid allegations of improper maintenance?

Answer: Several years ago, a survey was conducted to determine areas of HOA responsibility, and a schedule was developed to inspect these areas, including decks, windows next to chimneys, octagonal windows, and walkways. Inspection reports are maintained. Issues found during inspection are addressed immediately.

Question: What about chimneys not on exterior walls?

Answer: These chimneys were sealed a few years ago and no issues have been reported.

NOTE: Maintenance issues are addressed as they arise. This policy is endorsed by our attorney to avoid charges of negligence.

Question: The vinyl siding is reaching the fifty-year mark. Is there a plan to replace it?

Answer: Siding is inspected every three to four years. The plan is to address siding after completion of all roofs. The proforma (10-year budget plan) has a placeholder for siding replacement which the finance committee recognizes is low. Once an expert assesses the cost, the committee will have a better idea of how to budget.

Question: Were there signs of mold or termites in the two chimneys repaired?

Answer: There were no signs of either mold or termites.

- **Pet-owner Responsibility** – There have been reports of animal attacks over the last few years. A recent attack caused the smaller dog to be put down. **Pet owners are required to have dogs on a leash and to clean up after their dog.** In this case, the dog was reported to be on leash but broke away from the owner. The incident was reported to the Chatham County Sheriff's Department who investigated and determined the dog to be potentially dangerous. As a result, the dog is restricted to the owner's property except for trips to the vet, must be on a leash and muzzled when outside, and is not allowed in dog parks.

Chatham County law and Countryhouse HOA bylaws require a dog be controlled by the owner on a leash when outside. This is for the protection of the dog and the community. The HOA also requires owners to clean up after their dog. After contacting the BOD attorney, the HOA only has the authority to fine a homeowner for failure to follow these requirements and has no authority to require rehousing dangerous or aggressive dogs. HOAs have the authority to set breed and weight standards, however Countryhouse does not have such restrictions currently. These types of restrictions would have limited effect if the Fearington Homeowners Association didn't have the same. The BOD has discussed changing the bylaws and adding stronger wording to the pet owner policy.

Question: Who enforces the muzzle requirement?

Answer: Only the Sheriff's department can enforce this requirement. Neighbors are taking pictures and notifying law enforcement of violations who then will issue citations against the homeowner in violation.

Question: How many dog attack incidents have there been in the last five years?

Answer: Three. Two were on the path, one of these was by a dog from outside the community.

Question: Why is this an HOA issue? If this occurred in the Harris Teeter parking lot, Harris Teeter wouldn't be responsible. Homeowners seem to think the HOA has more authority in these matters than it has.

Answer: The HOA can only fine for violations of the pet policy (dog off leash, not cleaning up after dog). The HOA doesn't have authority to remove a dog; law enforcement has authority to enforce county and state laws regarding animals.

Comment: Size restrictions alone may not be enough. Aggressive behavior can be seen in small dogs, too. Several factors can contribute to aggressiveness in dogs.

People with large dogs may not be physically able to control them. (Laws require dogs to be controlled by a competent person.)

TREASURER REPORT, MARTHA MARTIN

The April financials are on track. Only one homeowner is late paying monthly assessment by over 120 days. Most homeowners take advantage of the on-line payment option.

A new line item will be added in Capital Projects next year to address the chimney issues. There are funds available in the current budget to begin the repairs this year.

PROPERTY MANAGER'S REPORT, MICHELLE JOHNSON

- An email was sent to residents reminding them of the 30-unit rental cap. Homeowners wishing to rent their unit must complete an application for approval by the BOD. A copy of all leases must be sent to MHP.
- Termite inspections were performed on May 12. Eighteen garages were not accessible and will be inspected on June 4 at no cost. Four units were found to have water leaks in the crawlspace. Homeowners were notified.
- Southern Outdoor Restoration will begin gutter cleaning for all Closes June 15. When this is complete, units in Beechmast, Sycamore, Weymouth, Whisperwood, and Linden Closes will be pressure washed.
- Chimney windows were inspected, the quote for painting and/or repairs approved by the BOD and is being scheduled.

Question: There is a sheet in garages listing the date of inspection and a code. What does the code indicate?

Answer: PM contacted vendor. The code refers to the inspector's route and does not pertain to the garage in any way.

COMMITTEE REPORTS

Insurance and Safety: John Linton and Dean Felton

- The committee is looking for a chair and additional members. Any assistance in filling these positions is appreciated. (John King stated historically this committee has worked on the policy and advising the BOD to get the best price for insurance.)

Maintenance: John King

- One walkway was repaired earlier this year. Another may be scheduled this fall. Fewer walkways have required major repairs this year.
- Deck inspections are complete. Noted some have been repainted or power washed by the homeowners.
- Two chimney windows have been repaired, several were painted.
- Garage door maintenance and inspections continue.
- **Homeowners are reminded to take proper steps NOT to lock themselves out of their garage. Keep backup remote or key in your home, not your vehicle or purse.**
- **Homeowners are asked to look around at their property and report any maintenance issues so that repairs can be made in a timely manner.**

Architecture: Jim Farrington for Rex White

The committee received no applications in March or April. Application activity for May will be sent at the end of May for the BOD's review in June unless directed to report with a different schedule.

(This is a correction by the committee chair to the report given.)

OPEN FORUM

Dean Felton reminded the community that hurricane season will begin soon. Be aware and prepared. FHA BOD will soon communicate information concerning use of the Gathering Place during major storm events. The Safety committee is also working on Emergency Preparedness information.

NEXT COMMUNITY & BOD MEETING

June 16th at 9:30 AM, The Gathering Place

10:48 AM Meeting Adjourned.

Respectfully submitted,
Annette Kilby, Secretary

Abbreviations:

CSG – Countryhouse Service Group V HOA

HOA – Homeowner’s Association

BOD – Board of Directors

RFP – Request for Proposal

HOG – Homeowner’s Guide

FHA – Fearington Village Homeowners Association