

VILLAS at FIVE PONDS ZOOM BOARD MEETING

January 26, 2021

PRESENT: Rick Rodgers (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL), Tina Talansky (TTa), Amy Wert (AW), Merle Neulight (MN) Scribe

RR: Opened the meeting at 9:30 a.m.

I: PRIOR MINUTES

- A. **JM: MOTION:** Accept the prior minutes as presented from 12/22/2020. **TTa: 2nd** All approved. 5-0.

II: FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** Due to the slow mail, many residents who were listed as past due have paid.
 - i. **AW:**XX Fairway-paid
 - ii. **AW:** xxx Fairway-paid
 - iii. **AW:** xxx Fairway-paid
 - iv. **AW:** x Five Ponds Circle-just listed home for sale-paid December, but not January-\$265
 - v. **AW:** xx Five Ponds Circle-weeds-\$25
 - vi. **AW:** xx Five Ponds Circle-paid
 - vii. **AW:** xx Five Ponds Circle-paid-sold
 - viii. **AW:** xx Villa-late fee-\$15
 - ix. **AW**xx Villa-\$250
- b. **RR:** Should we waive late fees for January and February because the mail has been so unreliable? **JM: MOTION:** Waive late fees for January and February for all those residents who have never previously been late due to the unreliable mail. **TTa: 2nd** All agreed. 5-0.

B. Treasurers Report

- a. **MS:** The Money Market is below the \$250K threshold.
- b. **MS:** The best rate, currently, is American Heritage Credit Union for 1.15% for 11 months. We have a CD from Quaint Oak Bank for \$200K that is maturing. Erika Baker from Continental Property Management (CPM) suggests putting it there.
- c. **MS:** There is a CD due February 20, 2021 from Centric. Suggest moving C&N to Centric for 1%. **PL:** Should we add \$50K to the CD?
- d. **MS:** Keeping Huntingdon Valley checking account very low because we also have a CD there.
- e. **MS:** Account #6341-Stefan Richter for law work \$191.25.
- f. **MS:** Paid \$1700 for the tax audit and tax filing preparation.
- g. **MS:** Account #6436 Club House Supplies-\$233.11
- h. **MS:** \$995.21-three Purell stands and extra tax Purell lotion.

- i. **MS:** Account #6148-New Direct Energy contract which is now in effect for 0.068 rate.
- j. **MS:** Account #6451-Water bill. The bill was late, but due to the slow mail, the late fee was waived.
- k. **MS:** Account #6475-Alarm Company \$255 for a service call. We are charged each time they come, and we still need to pay the service charge even if the problem is not fixed.
- l. **MS:** Anchor-monitoring-we paid them the total for 2021.
- m. **MS:** \$19,325-snow bill paid for the December 16-17 storm.
- n. **MS:** Account #6522-Ground Contracts-\$6,120 for fall clean up. The November tree trim is included in our contract.
- o. **MS:** Account #6541-AM Mechanical-repairs-we have extra motors upstairs.
- p. **MS:** Account #65411-Frank Electric Repair
- q. **MS:** Account #6720-Insurance to reconcile-\$316.50 to make it to year's end.
- r. **MS:** Account #6740-Corporate tax \$5209-\$1739 accrual reduced.
- s. **MS:** Account #4010-Contributed Capital-\$867.50-installing photocells.
- t. **MS:** Account #4020-Reserve amount of \$18,113.28 held for Design East for table payment.
- u. **MS:** Street crack fills and stripping from HBI.
- v. **MS:** Reviewed the Balance sheet from last year under the Budget. There is less income because of fewer home sales, no pool passes, plus no entertainment. We are \$16,076 over budget for legal expenses.
- w. **MS:** We spent \$18,500 for the indoor pool to Beardelli. A large percentage of the cost was because of acid wash in the indoor pool plus chemicals were added even though we had no activity with residents.
- x. **MS:** There was some storm damage in the beginning of the year.
- y. **MS:** Under Budget for 2020-Total Expenses \$118,674; Net Income against Operating Expenses was under by \$91,855.28; Excess Operating account total as of 12/31/2020 is \$251,961.46. The combined total of excess operating is \$343,816.74. As a conservative benchmark for 2021 for excess operating, it is recommended to have three months in reserve or \$152,300. That would leave approximately \$190,000 at year end to be allocated by the Board for other accounts. Discussion on options. Action tabled.
- z. **MS:** \$12K for the final bill for Design East to come from the Reserve.
- aa. **MS:** The painter will be in to repair the ceiling at no charge.
- bb. **MS:** Brian from CPM Finance will run the trend report for the Reserve funds.
 - i. **PL:** There was much work that was not done against several approved landscape quotes last fall that will be done in the spring. Was it accrued in 2020? **MS:** No. There are 20-25 stumps that need to be ground.

III. LANDSCAPE

- A. **AW to PL:** Should Total Turf (TT) be sent a reminder to check the creek bed? Yes, part of the annual items for review and if needed, addressed.

- B. **PL:** PECO contracted to cut out many trees on our property and Christ's Homes along Street Road. The safety of the electrical lines on Street Road was the reason for clearing out trees, especially those leaning towards the lines.
- C. **PL:** 95 split rails and posts were replaced.
- D. **PL:** 90 Villa requested four more rose bushes. There are about eight living rose bushes, but unfortunately, it is very difficult for rose bushes to survive in that location. They have been planted there two other times and have died. We can plant Golden Thread Cypress there consistent with the other walls in the development. **PL to AW:** Please communicate that to the homeowner.

IV: MAINTENANCE SCHEDULE

- A. **PL:** Have the creek bed inspected by TT.
- B. **RR:** The attic and attic equipment have been inspected. The carbon monoxide detectors are good for only seven years. Will order replacements (\$45 each for all of those out of date).
- C. **MS:** All the contracts have been handled to date, including AM Mechanical HVAC Service, Pest Control, and Ricoh Copier.
- D. **MS:** AM Mechanical has flushed the tankless water heaters. Jack said that this should be done each year. Asked AW to add this to the chart to be done in March.
- E. **RR:** High pressure test should be done on the diesel but has not be done because of the bitter temperatures and freezing of the discharge water on the parking lot.

V: OPEN ITEMS

- A. **MS:** Nothing to be added to the Clubhouse, Gym, Outdoor pool, Play area.
- B. **MS:** New heater was installed in the indoor pool yesterday. Would like JM to check the top of the big sand filter for the indoor pool. It was a bit wet. In addition, check the unit on the wall as it was beeping and there was a little drip. Also, behind the filter, the wall paint is peeling. Discussion on protection options.
 - a. **AW:** Put plexiglass. Mario could do this.
 - i. **PL:** Have Mario contact me. With leakage, the dry wall/paint is peeling away, and it first should be spackled. Probably, just a handyman could spackle, install the plexiglass, etc.
 - ii. **MS to JM:** Tell Beardelli. There are very minimal chemicals in that room. Can corrode the circuit breakers. **MS:** Most, if not all the chemicals should be stored in the cabana.
 - iii. **MS to RR:** Jack (AM Mechanical) is looking for a better vent system for the mechanical room and has one on order.
- C. **Snow Invoice from December 2020/Snow Items to Address**
 - a. **MS:** Reported the issues with TT regarding the snow invoice for \$19,325; is recommending, due to the inch contract amount, an additional \$6K to \$25,645. Our contract with TT does not read T & M for the size of the storm and we were billed T & M. The storm was a mixture of precipitation-snow, rain, and freezing rain. Dan Schmucker, president of TT wants contract changed from inches and only T & M.. Our contract also includes salt. There were supposed to be three plow trucks on site

during the snow removal, but for quite awhile there were only two that were observed by the Board.

- i. **MS: MOTION:** Pay \$25,645 which is \$6,320 more than we would have. We meet the inch level of 6.1" to 10" which would be the contracted rate for 12/16 and 12/17/2020 which includes the salt. **PL: 2nd.** All approved 5-0.
- ii. **JM:** Dan, from TT was given both verbal and written orders of where to begin in the development and not to push snow against the homes. Dan did not follow what was in our contract.
- iii. **PL:** We agreed upon the reporting station for inches that TT presented which was in the mid-range of the contract inches. Our contract ends on 4/20/2022,
 1. **AW:** He is the best landscaper. Our landscaping contract with him ends 2025 and the snow contract ends 2022. Discuss the extension of the contract with him in the summer.
- iv. **MS:** We will interview other landscapers.

VI: CORRESPONDENCE

- A. **AW:** xx Villa-100-125 geese in the pond and walkway. **AW: ACTION:** Will send letter to resident that we are aware of this problem.
- B. **AW:** xxx Villa-dog issue-dog broke loose from owner for a moment. Resident called police to go to the person's home. **JM: ACTION:** Will send a reminder to all residents to make certain that their pets' licenses are updated. Also, will send a reminder to residents with pets to control their dogs.
- C. **AW:**xxx Fairway-drinking of workers on our property. **AW: ACTION:** Our rules do not prohibit drinking on our property and AW will speak with Dan and remind him that workers should not imbibe in beverages such as beer and police their own cans and bottles.

VII: ADDITIONAL OPEN ITEMS

- A. **RR:** Part for the alarm system that has been failing nightly will be replaced in the kitchen and storeroom is due in this week per Anthony (contractor).
- B. **RR:** The ceiling vent looked like there was moisture. **MS:** It was inspected and is fine.
- C. **JM:** Larry McKeogh informed me that Christ's Home had residents and workers vaccinated there last week. **PL:** Contacted the president of Christ's Home and he said that Doylestown Hospital may use Christ's Home as a site for vaccinations. He will keep us informed.
- D. **AW:** xxx Villa-requested larger recycle receptacle. Envirogreen-John stated that by issuing a larger trash receptacle to a Five Ponds resident may open issues. But, if someone wants to buy their own receptacle, the company will empty the larger trash can.
- E. **AW:** The sewer cover that is not level with the street is in the process of being repaired by HBI.
- F. **AW:** The updated enforcement policy to \$100 per day is now in our rules. **MS** asked for a copy for his files.
- G. **PL:** JM noted a damaged sewer pipe for the lateral in his quad. Should Warminster Water fix it? **RR:** Do not think so. **AW:** Stated that TT was already repairing the sewer pipe.

- H. **MS:** Lisa, our Insurance broker, as of now, there is nothing regarding liability coverage for Covid-19 related issues. Will we be permitted, by law, to allow someone with proof that they have been vaccinated, entrance to our Clubhouse? Discussion.
 - a. **AW:** Speak with Stefan first to ensure that that is legal.

VIII: NEXT MEETING-ZOOM

- A. Tuesday, February 23, 2021 at 9:30 am

IX: ADJOURNMENT

- A. **PL: MOTION:** Adjourn meeting. **TTa: 2nd**. All approved 5-0. Meeting adjourned at 11:13am.