

Villas at Five Ponds Board Meeting

Tuesday, September 19, 2023

Present: Rick Rodgers (**RR**), Joel Mickelberg (**JM**), Mark Schwartz (**MS**), Larry Nodiff (**LN**), Stuart Freemark (**SF**), Amy Wert (**AW**), Bernie Hoffman (**BH**, guest), Karen Krieger (**KK**, guest), Terry Freemark (**TF**, scribe)

I. RR opened the meeting at 9:30 am, welcomed guests.

II. Prior Minutes

JM motioned to approve the minutes from August 22, 2023 Board Meeting and Interim Meeting from September 8, 2023. **LN** seconded. All approved 5 – 0.

III. Financial Review

a. Delinquency report

AW: there are no delinquencies for this month.

b. Treasurers Report (**MS**)

i. Assets

- a. MM Customers Bank (at 5%) \$270,027.00
- b. MM 1st Commonwealth Bank (at 4.25%) \$140,878.00
- c. Reserve – Bank of Hapoalim \$230,000.00 at 5.2% until 2/18/2025.
- d. Operating – Bank of China, due 9/29/2023. Will review rates.
- e. Edward Jones account flushed into our money market account.
- f. Will look into new CD rates.
- g. \$2,289,500.00 with Edward Jones, so far.

ii. Income

- a. \$60.00 from late fees (\$15.00 x 4)
- b. Guest passes - \$355.00, for a total of \$3395.00 so far this year.

iii. Expenses

a. Administrative

- i. Copy/mail - \$160.10, of which \$140.00 is E-blast. MS will review with Brian if E-blast should be submitted under Internet/website.

b. Operating

- i. Supplies - \$123.00 TW maintenance (towels, trash bags)
- ii. Pool contract – **AW** will need copies of two missing invoices. Brian will review all invoices.
- iii. Exterminating – \$124.00 (last month \$62.00 and this month \$62.00)

c. Maintenance

- i. Grounds other – approximately \$3000.00 in tree plantings from Quotation 13 (homeowner requests). Trees pruned along Delmont at an \$800.00 discount. So far this year, we are \$5695.00 over budget.
- ii. Grounds contract - \$44,894.20 for 4 mows, 1st pruning, 2nd weed control, mulch, and 4th turf fertilizer. Try to get one more mow in for September vs. two. Arborvitaes at entrance \$657.00 – cost split with Total Turf.
- iii. Repair common - \$172.50 Total Turf fence repair.
- iv. Contracts – Empire, AM Mechanical, Pond – all paid. Fuel surcharge - \$50.00 to Buckman.

iv. Contributed Capital

\$1458.30 (\$840.00 three HOAs plus \$618.30 interest)

v. Reserve Replacement

\$37,009.97 (from HOAs plus interest)

MS: Continental – CDARS program vs. ICS program at 5% no cost

MS: full independent audit \$1825, as voted for.

MS: CAU insurance renewed, at an 11% increase. Our Clubhouse is now valued at \$5.85 million, with a \$2500.00 deductible and \$10 million umbrella.

MS: Capital One cash – added an additional \$700.00, total to \$2206.00

MS: Pickleball court is done today, excluding new nets.

MS: PECO gas/elec – working on a secondary supplier

MS: Recumbent bike in today. Will add to Empire Fitness contract.

MS: Ballroom mikes in - \$339.19.

MS: Outdoor pool covers installed. Will try to get an extra \$400.00 off.

MS: Mt. Pocono will be here 9/26 for umbrellas/replacements.

MS: HBI will crack-fill and repair parking lot hole in late October.

MS: need sprinkler head replaced by Anchor, at \$4290. **AW** will call.

IV. Grounds Maintenance Schedule

MS: Mulch bed weed control/post emergent done. Broad leaf weed done. Second pruning 9/15 – 9/30.

MS: Fall annuals – 63 mums and 2 Clubhouse plantings being installed. Pansies for later in October.

V. Total Turf

a. Resident landscape requests

i. As per Treasurer's Report, we are ~ \$9000.00 over budget so far this year for landscape requests.

ii. Clayton says we are doing the best preventive maintenance on our trees, in comparison with other HOAs. Log with homeowner estimates/recommendations/completions passed out to Board. Quotes for August and September pending receipt of quote.

iii. xxx Clubhouse – request for additional tree

a. **AW** responded to owner this morning with Total Turf's recommendation of why tree was removed and not replaced.

VI. Exterior change requests for approval

a. xx Fairway – request to fix grading and downspout due to water issue

i. Pending approval from Arch/Landscape committee, due to insurance form to be provided.

b. xxx Villa – landscape work

i. Arch/landscape committee reviewed and approved. **AW** will send letter.

c. xxx Clubhouse – kitchen window replacement

i. Arch/landscape committee reviewed/approved. **AW** will send letter.

VII. Maintenance Schedule

a. AM Mechanical HVAC here now working.

b. Pest control/lower projector screen done

c. Insurance policy renewal done.

d. Anchor – inspect fire extinguishers, alarm, sprinkler, emergency exit done

VIII. Open Items

a. **LN** request to form new committee to explore multipurpose room rentals (resident only)

i. **JM** distributed to the Board a summary sheet of the requirements necessary for rental.

ii. **LN** would like to see if VFP has the volunteer manpower to have rentals. Via an E-blast message.

iii. **RR** pointed out that the quality of the multipurpose room furniture has significantly improved from the early beginnings of VFP when there were more affairs in the room. **RR** says there are time restraints now due to pre-scheduled activities. He questioned who would fill the role of overseeing the obligations of security deposit, pre/post room inspection, climate control, guard, and the like. Also, indemnification issues.

iv. **MS** brought up the considerations of age of community members, winter and summer travel of any volunteers, most affairs are held on the weekend, and shiva is always last minute “affair.”

v. **KK** questioned whether there are companies that a homeowner could hire to handle the responsibilities. **RR** noted that in that case the outside contractor would hold responsibility, but there would still exist indemnification issues for the homeowner who hires the contractor.

b. Discussion on how to handle in our facility Social Committee contracts with vendors

i. **JM** questioned who handles contracts and who signs off on them? **AW**: should be the Social Committee. Continental has no involvement in this.

ii. **RR**: all contracts would normally go to a lawyer i.e. – outside counsel. **RR** has done this for gratis for 16 years. **AW** posed the question – if **RR** stops his reviews, will the HOA hire an attorney? **LN** suggested asking other attorneys in the community. **RR** stressed these attorneys cannot be retired – must have active licenses. **AW** stressed then that this must be business, not a favor.

iii. **JM** states that one of committee chairs has already signed a contract. What do we do for future contracts? **AW** points out that lawyer fees would need to be added into cost of event. **RR**: must always include a letter of indemnification. **LN** suggested to consider asking Ron Gordon.

iv. **JM**: to seek a solution, will send out feeler letters to other HOAs to see how they handle it.

c. Additional HVAC units in Clubhouse

i. **MS**: our A/C units were 18 years old – one broken; all showing wear and repairs.

ii. **MS** handed out a breakdown sheet of costs of new units to Board. Noted that the community will save money on utilities, reduced humidity, and no more night calls and alarms for Board.

iii. **LN**: community should be made aware of this major improvement.

d. Parking lot repair

i. **RR**: Now that we have received the ok from our insurance adjuster, repair to the parking lot hole should commence ASAP. **AW** will notify Mike.

e. Discussion of adding wooden overhang over spa outdoor equipment

JM: problems with spa equipment exposed to elements. **SF**: overhang/tarp probably would not help. Only an enclosure would solve problem. Issue tabled for now.

f. Roof shingle replacement

MS: Lemus physically and aerially (via drone) checked all roofs. They felt that our shingles have at least 4 – 5 years of life left. They said that the problem with many of our roofs was the quality of workmanship. After the Board meets again with Lemus, then we will decide how to proceed. Thanks to the increased interest rates this past year, our “war chest” for these big expenses has increased in size.

LN reminds that Lemus will do a free presentation for the community.

IX. Correspondence

a. xx Villa – suggested rule changes

RR reviewed all suggestions and rewordings and Ok’d them.

b. xxx Villa – i) nomination requirements; ii) chair-height toilets in Ladies Room

i. Homeowner suggested a new requirement in the guidelines that would require a resident have more experience before being allowed to be nominated to run for election to the Board. **AW**: this would need to be voted on in the community – can’t change the by-laws.

ii. Homeowner requested putting all chair-height toilets in Ladies Room. **JM** suggested ordering additional “lifted” higher seats like the one presently installed in the handicap stall in the women’s room.

c. xxx Villa – pool request

i. Homeowner questioning possibility of purchase of swimming pool railing sleeves for safety. **SF** motions to approve; **MS** seconds. All approve 5 – 0.

d. xx Villa, xx Villa, xxx Clubhouse – regarding roof inspection

i. Residents requesting feedback on the results of the inspection. **AW**: results will be reported per quad/building; not individual. After we get the report from Lemus, it will be discussed with the community. **LN** requests a full report of each quad, and an E-blast to community.

e. 152 Fairway – neighbor’s irrigation concern

i. **AW**: sprinkler water from next door neighbor is running into their lawn and over-saturating it. xxx Fairway tried to ameliorate this situation last year per Clayton’s recommendation, but the problem still exists.

ii. **RR**: xxx Fairway is impacting on common area. **AW** noted that this is also a breeding ground for mosquitos. She will send a letter to 150 Fairway to have sprinkler system checked for leaks, and to dial back the sprinkler irrigation.

f. xx Villa – pictures of dog waste can

i. Complaint submitted, along with pictures, about dog waste container sitting out on owner's driveway, while the rules state that trash should not be out until trash night.

ii. **AW**: the homeowner has already previously been fined for violations like this. Suggests that can should be placed where it is not visible.

g. xxx Fairway – is ZOOM available for September community meeting

i. **JM**: Zoom not compatible with type of meeting we are having. **AW** will notify homeowner.

ii. **JM**: **TF** will keep minutes of meeting.

h. xxx Fairway – issue with car parked wrong way

i. Homeowner complaint about vehicle parked facing against traffic. Desires car owner to park either in their driveway, garage, or CH parking lot, quoting VFP rules.

ii. **JM**: rules quoted are for snow conditions. There exists no rules for direction cars are parked.

iii. **LN**: says that PA law states that cars should park in the direction of traffic, but he questions whether this is enforceable without it in our rules.

X. Addition Open Items

a. **BH**: what was a school bus doing driving in our neighborhood? **JM** has sent an inquiry to the Centennial School District.

b. **BH**: does VFP have any TV rights to do weekly programs to the community? After discussion, the Board tabled the idea.

c. **JM**: is saving a piece of tile found

d. **JM**: wants to place pool heater accessible for spring installation. **AW** also reminds about access to holiday decorations.

e. **JM**: issue about the bottoms of the pool chair legs. **RR** discussed inserts vs. outside sleeve

f. **JM**: reminds all that any Board member running for re-election must a) fill out re-election form and b) notify Board of intentions.

g. **LN**: all arch/landscape requests are now more streamlined.

XI. Next Board Meeting

Tuesday, October 24, 2023, at 9:30 am.

XII. Adjournment

LN motions to adjourn; JM seconds. All agree 5 – 0. Meeting ends at 12:33 pm.