

MEETING MINUTES – APRIL 30, 2019

Attendees Present:

Ryan King, President
Wayd Wolgemuth, Vice-President
Jason Brooks, Secretary
Cindy Elliott, Member-at-Large

Absent:

Kenneth Shellenberger, Treasurer

Guests:

None

Call to Order:

April 30, 2019 @ 6:00PM

Approval of Minutes:

On a **MOTION** by King, unanimous approval was given for the minutes of the Board Meeting held on 3/26/19.

Introduction of Board Members:

1. Committee Assignments
 - a. Financial Committee – Wayd Wolgemuth
 - b. Welcome /Social Committee – Cindy Elliott
 - c. Grounds Committee – Ryan King
 - d. Architectural Committee – Ken Shellenberger
 - e. Violations Committee – Jason Brooks

Homeowner Requests/ Concerns:

1. 131 Farmington Way - sinkhole in driveway
 - a. Information: Homeowner told to proceed with getting multiple quotes.

Communications Director:

1. Website Association (Old Business)
 - a. Information: King advised the Board that the updated website is now live and is noticeably more user friendly. King noted that the Meeting Minutes remain the only outstanding portion of the website and that the 2018 Meeting Minutes will be updated once completed and approved.
 - b. Action: Continue to update the website as needed and upload the Meeting Minutes.
 - c. Update: Awaiting Meeting Minutes for upload to the website.

Finance Committee:

1. Financial Report
 - a. Presented by Shellenberger for review by the Board. Association remains on pace to meet the budget. Financial Report will be maintained in Association records.
2. Collections Report
 - a. Submitted by Shellenberger for review by the Board. Collections Report will be maintained in Association records.

Information: King informed the Board that the sale of a residence in the 200 block of Charlan Boulevard went through and the delinquent account has been paid in full at the time of the sale. Horst records indication minimal delinquent accounts throughout the association.

3. Investment Status

- a. All accounts are doing well.

Covenants Committee:

1. Semi-Annual inspection (Spring & Fall)

- a. Action: Spring inspection will be done 5/8/19 @ 5:30p
 b. Task: Develop a standard Form Letter and EMAIL message notification
 c. Task: Create a tracking system similar to Architectural Requests
 d. Task: Develop Standards
 ➤ Deck maintenance related to paints/stains
 ➤ Soft washing exterior of residence
 ➤ Removal of dead plants/flowers (flowerpots/hanging baskets etc.)
 ➤ Window treatments on front and rear of residence
 ➤ Christmas lights, install/removal timeframe
 ➤ Non-portable basketball hoops
 ➤ Swing sets, benches, picnic tables, etc. (allow 5ft on all sides for mowing unless located within a mulch bed).
 e. Update: No update on tasks (b, c, d).
 f. Request: Brooks requested a PDF template of "Notice of Violation" Form

2. Violations on Residential Lots

- a. Information: King completed an inspection of the residential lots, identifying violations that were visible from the street. Violations were identified on 18 lots.
 b. Motion: On a **MOTION** by King, unanimous approval was given to issue violation notices.
 c. Action: King to issue violation notices.

Architectural Committee:

1. Architectural Requests

Residence / Lot:	Request:	Approval:
118 Charlan Boulevard	Repaint trim same color & Paint front door lighter shade of current color.	Yes
201 Charlan Boulevard	Install 8" tall white fence around Japanese maple trees due to damage by dogs	Denied
225 Water's Edge	Install 30" breakage proof windows in basement from ground*	Yes
222 Water's Edge	Installation of a retractable awning*	Yes
226 Water's Edge	Driveway replacement	Yes
215 Lakeside Crossing	Tree removal in backyard	

- a. *Action: Board has requested additional information related to Architectural requests from 225 WE and 222 WE

Grounds Committee:

1. Entrance Landscaping (Old Business)

- a. Information: Board received notification in September 2017 that the proposed design for the Farmington Way Entrance was complete and ready for review by the Board. Paul from Warburton Nursery is the contact on the project. Proposed design did not meet the desired look of the Association. King made adjustments to the design and is currently in the process of obtaining pricing.
- b. Update: King will work with Lawn Maintenance vendor to purchase and install landscaping.
2. Storm Water Management
 - a. Update: Construction to begin late winter/early spring on Farmington Way swale.
 - Wayd informed Board that Desmond has not started work on the storm water facilities due to wet conditions.
 - b. Issue: We continue to experience repeated flooding of the Lake. This needs to be addressed.
 - c. Concern: There are erosion issues behind 240 Charlan Boulevard, that need to be addressed.
 - d. Action: Plants/Shrubs will be installed in Lake mulch beds.
3. Common Area Signs
 - a. Task: Additional Dog signs will be purchased and installed.
4. Three (3) year plan
 - a. Task: Farmington Way Entrance
 - Install Boxwoods
 - b. Action: On a **MOTION** by King, unanimous approval given to continue with the installation of landscaping at Farmington Way entrance. Overcrowding to be addressed with the removal of pines from mulch bed. Installation of Trees and plants planned for Fall of 2019.
 - c. Action: On a **MOTION** by King, unanimous approval given to pursue design and installation of Memorial Tree/Plaque/Dropbox/Bench/ sidewalk/etc. in the common area located Northwest of Farmington Way and Charlan Boulevard four-way intersection. Memorial plaque to say: "IN MEMORY OF THOSE WE'VE LOST" Wolgemuth suggested purchasing benches from Lancaster Poly Patios, if needed.
5. Walking Path
 - a. Information: King informed Board that approval was given to Daniel B. Krieg to seal the walking path. Board previously approved sealing of walking path in 2018 but, it was delayed due scheduling issues Daniel B. Krieg schedule sealing in summer of 2019.
 - Update: Anticipate start date of sealing walking path is May 2019.

Welcome/Social Committee:

1. Welcome Committee
 - a. Information: Elliott informed Board that Eight (8) Home visits were completed. Welcome gifts and formational packets were given to home owner and resident information forms were submitted to Ryan King.
 - b. Request: Elliott requested Quarterly notification of new residents by Ken Shellenberger to Welcome Committee.
2. Social Committee
 - a. Events
 - Easter Egg Hunt – 4/20/19
 - Garage Sale – 4/26 & 4/27
 - Fishing Derby – TBD
 - Block Party – Will explore having event on a Sunday afternoon instead of Saturday.

- b. Motion: On a Motion by King, unanimous approval for Ryan to design and purchase “Easter Egg Hunt” sign for the association.

Other Business:

1. Storm Water Management Facility Violation (Old Business)
 - a. Information: In May 2017, the Borough found the Association’s Storm Water Management Facility to be deficient and issued a violation notice. The lots which the facilities are located on were owned by the developer at the time the violation was issued. All wording contained within the Declaration suggests the owner of the lot is responsible for all repairs and that property transfer cannot occur if there is an active violation on the lot. The Borough approved an extension of the original deadline (April 2018) to September 2018. Attorney Wolgemuth agrees with the Boards finding that the Association is not the appropriate recipient of the violation notice due to ownership. Attorney Wolgemuth sent an appeal letter to the Borough. Borough denied the appeal sighting the Storm Water Management Agreement.
 - b. Motion: On a **MOTION** by Wolgemuth, unanimous approval was given to sign contract with Dombach Builders. Anticipated expense of \$12,000.
 - c. Action: Wolgemuth to speak with vendors regarding quotes to comply with violation.
1. Re-Write of Declaration (Old Business)
 - a. Information: The Declaration was created and designed by the developer for their benefit. The Declaration fails to clearly designate responsibility related to certain issues that have recently come up in conversation with multiple homeowners. Approval was given to pursue a re-write of the Declaration.
 - b. Update: King obtained an editable version of the Declaration and will work to complete a proposal for a re-write to the Declaration.
2. Response to 230 WE Comments/Suggestions (Old Business)
 - a. Information: Request by 230 WE to have the driveways of 228 WE and 230 WE repaved. Approval was given to obtain a quote from the vendor and the contract was signed. Anticipated expense of \$2,000.
 - b. Update: Driveway has not yet been completed. Completion date is unknown.

Meeting Adjourned:

Meeting adjourned @8P

Next Meeting:

Next Meeting 6/11/19 @6P