

2023

MINUTES FROM NOVEMBER 13, 2023 ANNUAL BOARD MEETING

Meeting called to order at 5:00 pm by Cal Yoder.

1. Roll call. Board members present: Kathy F, Kathy H, Earlene, Jane, Property Manager Cal Yoder.
2. Quorum: 23 household members present, quorum met.  
Proof of notice within 15 days prior to meeting, notice mailed October 19, 2023.
3. Reading of last minutes: Minutes read by Kathy H from the November 11/8/2022.  
Motion to approve by Kathy F, 2<sup>nd</sup> by Bill Gibson. Motion carried.
4. Presentation of the Annual Financial Statements: Earlene  
Motion to approve by Kathy F, 2<sup>nd</sup> by Tom Darhower. Motion carried.

Follow up questions after approval of Annual Financial Statements:

Question was asked if someone needs a new roof who covers the expense of that roof? Cal explained that we are an association and all members share the cost. Cal is planning on having a roof study done.

Earlene was asked if a detailed statement of hours spent on snow removal was provided. She answered yes.

Question was asked how the board decided to continue using Davis Landscaping. Cal explained the bidding process. Offers were made to 4 contractors and only two bids came in. One from Hunter at \$41,500 and Davis at \$30,000. The board unanimously to accept the Davis contract.

- a. No HOA increase. Cal reported the budget is in good shape, \$50,000 in CD, \$79,861 in cash.  
Money saved due to lack of snow removal cost.
  - b. SEK Audit complete.
5. Improvements.
- a. Driveway sealing (odd unit numbers)
  - b. Earlene created a spreadsheet for tracking of upcoming maintenance of driveway sealing.  
Three years is the recommend wait time.
  - c. The service with TruGreen is now incorporated into the Davis contract.
6. Changes made by Executive Board:
- a. Architectural Request:

Kathy F explained that the Association will not be responsible for re-fixing caused by a resident who changed their property, then sold the property. Any repairs needed that arise from the re-fix, will be at the expense of the current owner and passed on to the new owner as well. Cal explained that any

changes made to your exterior property, to include outdoor painting such as doors or shutters, an architectural request form must be completed and given to the board for approval.

- b. Maintenance Chart. Handouts were provided, Cal went over changes.
- c. New Trash Rule.

Kathy F asked that trash cans not be put out the night before pick up prior to 6:00 pm. Cal reported that discretion in enforcement will be considered.

- d. Renewed Erie Insurance coverage for Lehman Crossing. Agreed to continue with Erie with additional coverage for drains.
- e. Davis Landscaping and snow removal three-year contract signed. Cal Yoder is contact for Ryan Davis (landscaping and snow removal), neighborhood complaints or concerns.

Handouts available at sign in table: Budget, Architectural Request, Maintenance Chart, Cal Yoder contact information. Davis Contracts are available for viewing at the head table.

Election of new Board members:

Secretary – Jane Donison

Member at Large – Chad Lundy

Motion to approve made by Bill Gibson, 2<sup>nd</sup> by Maeve Shank. Motion carried.

- 7. Recommendation by SEK Audit: Have a reserve study for an HOA.

Bill Gibson asked why a reserve study. Cal explained that the study would include an inspection to calculate remaining life of common elements and the estimated cost of repair or replacement.

Around the Horn:

- a. Jane is resigning from yard sale organizer. Anyone interested in coordinating yard sale?
- b. Cal defined the difference between limited common area and common area.
- c. Neighbors were reminded to slow down. Speed limit should be same as school zone.
- d. Our attorney is Freye. Kathy Folcik is the contact for concerns needing an attorney.
- e. Ray Boyles asked for update on sale of the field. No one has the final answer. Cal will keep us informed.
- f. Suzanne Snyder asked if they will be putting in a new road when the sale of the field is final. Cal will keep us informed when the plan is available and made public.

- g. Kathy Frolic asked that we not blow leaves onto the street. Loose leaves will clog to our storm water drains. The storm water drains are the associations responsibility to keep cleaned and at the associations expense.
- h. Bill Gibson asked that our board members to be introduced. Kathy Frolic introduced herself as president, Kathy Hershey introduced herself as vice president, Earlene Heckendorn introduced herself as treasurer and Jane Donison introduced herself as secretary.

Motion to adjourn made by Earlene Heckendorn, 2<sup>nd</sup> by Ray Boyles. Meeting adjourned at 6:00 pm.