

Directors' Meeting Agenda March 2023

March 16, 2023 / 7:00 PM Virtual Meeting (Zoom) with Clubhouse attendance available

OPENING- Meeting began at 7:06 pm

- Pledge of Allegiance & Moment of Silence
- Roll Call - **Directors Present: President-Rob Renode, Vice President-Matt Sulock, Treasurer-Dawn Wolset, Secretary-Jessica Knoll, Julie Renode, Adam Kochanski, John Wolset, Kathy Plebani, Colleen Rini. Directors Not Present: Michael Klapac, Seth Napoli, Heather Napoli.**
- Greeting – Rob
- Public Comment - Property owner, Mario Scelsi stated that he would like to save his public comment for during the conversations along the duration of the meeting. It was noted that this is the time for public comment and if he has anything he plans to talk about tonight to please do so now. Mario then said that he read in the newsletter about tearing down the old pool area fence at the clubhouse to place a new playground. He thinks it's a good idea to leave the fence and keep the equipment secure and restricted to property owners in good standing as well as keep the outside public off our equipment. Adam noted that we don't currently have a fence around our playground equipment and the fence needs to come down for the construction to take place as well as the fact that it is not sturdy enough to withstand being up much longer not to mention being taken down and put back up. We do not have any funds in the budget for a new fence plus card access gates.
- Approval of the Minutes for February 2023- *Jessica motioned to approve the minutes as presented via email and on the website, Dawn 2nd. Motion Passed Unanimously.*
- Treasurer's Report (Financials posted on website)– Dawn noted that the financials are on the website and asked if there were any questions, which there were none.

OLD BUSINESS

- Electronic Votes since last meeting -2 electronic votes were held and reported: *Adam made a motion to approve a spend up to \$3,000.00 on printing, postage and envelopes to mail out the 2023/2024 Budget and Capital Improvement Notice, Julie 2nd. Motion Passed with 11 yes responses.* It was noted that all \$3,000.00 was not spent. *Adam made a motion to approve the proposal for Woods Pools & Waterfalls to provide PFSPOA with a design set of pool drawings at a cost of \$9,800.00, Julie 2nd. Motion Passed with 9 yes responses.*
- Speed Bump update – Adam stated that we are waiting until April 1st when the new budget kicks in. He has been working with our contractor to set up the work on speed bumps, potholes and cracks. Kathy Plebani noted that at the last meeting, property owner Mario Scelsi had some concerns with emergency services being delayed due to speed bumps. She contacted the Operations Manager at the Leighton Ambulance, Keith Heckman, as well as the Fire Chief of the PFS Volunteer Fire Co #1, Tom Lynde, and they both have no issues with or see delays in response time with the addition of speed bumps as long as there is proper signage.
- Status of Leslie Lane/Security – Adam reported that the cameras, lights, access card keypads, etc. are all installed. The live feed is viewable, and they are recording, they are just waiting for the access to the recordings to be set up.
- Status of Entrance Signs - Adam received the permits from the township and is setting up the installation of the signs.
- Status of Leslie Lane Pool - Adam stated that there have been many recent reviews of plans and different options and costs. We went forward with having final plans perfected and permitted. Mario

asked if we will incur new permit costs. Adam stated that we shouldn't have a new permit fee, but will probably get a cost to review the plans to update the existing permit.

- Ford Ranger - John reminded all that we are not renewing the insurance or registration on the Ford Ranger and that he has looked into what we can do with it. He contacted junk yards in the area and we can get about \$500 for it. *Julie motioned to sell the Ranger to the highest bidding scrap yard to come pick up and not charge for a tow, Adam 2nd. Motion Passed Unanimously.* John will make those arrangements.
- Annual Meeting Update – Colleen and the committee met on 3/6. The firehall is reserved for 7/15. There are no directors up for re-election this year, but 9 are up for re-election next year which could cause a problem. We will need to notify the public early about the executive positions that are open yearly. It was mentioned to send notification out on 4/5 with a due date for those interested at the end of April. Discussion ensued about the bylaws and how it would work to open it up to have a few directors re-run a year early for their position to prevent all 9 directors coming due at once. Rob will get clarification. The deadline to send out the newsletter and annual meeting paperwork is 6/8. Rob wants the request for bylaw changes to be posted on the bulletin boards and the website as well as our mailing.
- Bylaws Review - Heather was not present, but this is the time of year to put forth ideas. The public and the board members are encouraged to email the office. Please submit the existing bylaw plus the changes sought. The due date for these will be 5/12 so we can have them reviewed by the lawyer 5/22.
- Other old business? - none

DIRECTORS' & COMMITTEE REPORTS

1. Communications & Marketing - Colleen stated that ad requests will be done soon and that she is looking for story ideas ASAP as she will be working on stories and layout in April. Directors will assist with the annual meeting and newsletter mailings on Thursday, June 8th.
2. Recreation - Julie had a spring paint night on March 9th and we had enough present for someone to win their fee back! Tomorrow night at 7 is our St. Patrick's Day get together. All are welcome. March 30th will be an Easter painting. April 6th or 7th will possibly be an Easter event. Colleen asked about our community yard sale and Julie replied that dates are still being thought about.
3. Pools - Seth - not present
4. Maintenance - John spoke of normal routine maintenance, including cleaning the clubhouse and bathrooms, setup and clean up from rentals, cleaning up trash around the development, and taking all trash to the transfer station. Installation and wiring of 2 new LED lights in the ceiling of the Ladies room in the clubhouse. Make up braces and install on the swing set at the clubhouse. Stained to match existing wood. Remove and replace worn cutting edge on plow, replace blown hydraulic hose on plow angle cylinder. A truck load of salt was delivered and put away. Plow and salt the development roads as needed. Julie thanked them for the new lights in the ladies room. Property owner Mario Scelsi asked about possibly getting solar lights by the mailboxes on Porter Dr. John will look into what we can do.
5. Asset & Project Management - Michael- not present
6. Compliance & Controls – Heather- not present
7. Building & Planning - Katherine reported 2 permits issued for tree removal and 1 not needed for removal of dead trees. There was also 1 permit issued for a new home, 1 issued for a front deck, 1 shed, and 1 pole building.
8. Roads - Adam- no new updates
9. Enforcement – Adam reported a quiet month with only 1 investigated condition of an open door.
10. Operations - Collections update - Adam reported that we filed on 86 outstanding debts not currently in agreements or plans. 6 of those are currently under resolution. About 30 of those filed had bad addresses. New addresses were found and they are being resent. This has been our best year of members in good standing.

NEW BUSINESS

1. Review of PFSPOA Fee Schedule - Our fee schedule is very outdated so it was suggested we review it. A lot of discussion occurred on each fee with main bullet points being; Renter's fee, Collections payment plan fee, and the fines for different instances. A lengthy discussion ensued about lot clearing vs. cutting trees vs. dead trees vs. underbrush clearing. It was decided that those entire sections of our Rules & Regulations need to be reviewed due to interpretation issues.
2. Correspondence - There were 2 correspondence pieces for this month; Property Owner, Mario Scelsi submitted correspondence through the online board contact form. His inquiry was for a PDF copy of the engineered plans for the Leslie Lane pool originally approved in 2022 as well as a PDF copy of the current plans from 2023. Adam has a copy of the old plans in PDF form and they should also be on our website from the annual meeting. The new plans are not currently available yet. Mario was no longer on the meeting when this was brought up, but Adam and Rob would like to find out from him the purpose of his request. The second was from a property owner at 138 Penn Spring Dr requesting for maintenance to clear the frontage of his unimproved lot. John went out today to assess the property, and nothing needs to be done as nothing interferes with the roadway which would be the only reason for maintenance to be involved.
3. Other new business - none

Meeting Adjourned - Motion: Adam - 2nd: Matt at 10:48 pm