

## Directors' Meeting Minutes **September 2021**

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**September 16, 2021 / 7:00 PM / Virtual Meeting Only (Zoom)**

Time: Sep 16, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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**OPENING-** Meeting began at 7:05 pm

- Pledge of Allegiance & Moment of Silence
- Roll Call - **Directors Present: Vice President-Matt Dullock, Secretary-Jessica Knoll, Treasurer-Dawn Wolset, Julie Renode, Adam Kochanski, Colleen Rini, John Wolset, Kathy Plebani, Michael Klapac, Heather Napoli, Anna James. Directors Not Present: President-Rob Renode**
- Greeting – Dawn
- Public Comment - Property Owner Rob Lee asked if we were still alternating hours for security. Adam explained that recently we had an employee out on vacation, but other than that, yes. Mr. Lee also asked if Adam could send him and maybe publish the [original developers brochure](#) to our website. Property owner Ken Repsher stated that we are doing a great job as a board, but maybe we are trying to do too much at one time to need to increase the dues as proposed. A lot of people can't afford it. Adam explained that we will be able to discuss this much further and well in depth at the meeting on October 9th and to please attend that meeting to learn and discuss this matter further. He even mentioned making sure to make himself available to others in advance of the meeting at the clubhouse to discuss in depth.
- Reading of the Minutes (August 2021) *Jessica motioned to waive the reading of the minutes and to approve the minutes as presented, Dawn 2<sup>nd</sup>. Motion Passes unanimously.*
- Treasurer's Report/Payment of Bills - Dawn suggested in the interest of time and since we provide the financials to the board that we make a motion to waive the reading of the treasurer's report as well. Jessica Knoll said that she would love to skip it, but is pretty sure we have to read it out to everyone in attendance. Dawn read the payables and balances but will see that they are posted with the minutes on our website prior to the meeting for the future.

### **OLD BUSINESS**

- Electronic Votes since last meeting - An electronic vote was passed in favor of purchasing a used pool table for the clubhouse.
- October 9<sup>th</sup> Members' Meeting - Please attend this meeting, as it is very important for the future of our community. Check-in starts at 9:30am and the meeting will start at 10am at the firehouse.
- Vendor Transition - Michael - The contract with Preferred Management is almost finalized with one issue being dealt with currently. A few board members are

meeting with Preferred Management tomorrow to iron out the final steps of transition. We are on track for an October 1st start.

- Legal Review: Property Bundling pending – Rob - not in attendance
- Location of Jeans Drive mailboxes - Dawn - The person trying to sell their property on Porter Dr. does not want to sell to PFS. Colleen suggested we start developing a small portion of that property we own over there for a driveway and mailboxes. Dawn said that they are looking into a few people that have property over there that are delinquent in their dues and maybe would like to work something out.
- Other old business? - none

## **DIRECTORS' & COMMITTEE REPORTS**

1. Marketing & Communications - Colleen - Will start preparing the newsletter in a few weeks. Looking for advertisers.
2. Recreation - Julie - Sat. Sept. 11th, we had a Community Yard Sale that had about 20 homes participate. From the few she spoke with, they did very well. Thursday, September 9th, we had a paint party and painted a fall wagon. This one had the most people in attendance so far. Looking to possibly have one more Halloween themed in October. Saturday, October 30th, will be the Halloween party, and the 31st will be the Trick-or-Treat. We also purchased and set up the new/used pool table and it looks very nice in the clubhouse.
3. Pools - Anna - Spoke with Strand Pools about the kiddie pool leaking. They are pretty sure it just needs to be painted. There is a mechanism that they can put in to see if it is leaking, but they are pretty positive that if we paint it, we will no longer have issues as the water is slowly seeping through the concrete. Last day the pools were open was Monday, September 6th, and the pools have been closed for the season.
4. Maintenance - John - Routine maintenance, cleaning the clubhouse, bathroom and pavilion before and after rentals, take all trash to the transfer station. Set up and remove yard sale signs through the development. Most of this month was devoted to the fence & parking lot project at the clubhouse. All the old 10ft posts were cut down to 8ft to accept the new fence. All the fence posts and top rails were sanded and painted black to match the new fence. The maintenance department bought a new chainsaw from Lowes to cut down many trees surrounding the tennis and basketball courts that were hanging over the top of the fence. The large Christmas trees were trimmed back on Panther Run Rd. We rented a chipper machine for one day to chip all remaining brush and branches from both jobs. We recently hired a new full time employee named Sean.
5. Asset & Project Management - Michael - not much to report, will meet with Rob to figure out how to proceed and report on Project Management Office
6. Compliance & Controls - Heather - will meet with Rob soon so he can explain her duties in full.
7. Roads - Adam - Clubhouse parking lot, basketball courts, tennis courts, and bus area were all sealed and striped. This was done due to child safety concerns, code inconsistencies, and tripping hazards. Next/future year's plan is to do similar work over at the Leslie Lane courts and to also create a connecting road to a parking lot. Property owner Maria Scelsi asked about the potential cost for these plans. Adam explained that the connecting road would cost roughly \$6,900, \$5,600 for the crack repair and seal as well as about \$29,345 for the full mill and overlay. Striping will be included for free. This will create a very safe area for property owners in the Leslie Lane area as they do not have a current parking lot, their basketball and tennis courts are in unsafe and unusable conditions, and the mailbox area needs to be fixed as well. Mario also asked if we had a number for how many people

accessed the pool using their access cards this year. Adam will pull those numbers to report in the near future. Mr. Scelsi also asked if we have any plans to demolish and improve on the area where the old clubhouse pool was. Adam said that while it is on our list for future upgrades, it is not as detrimental of a project as some others and might be a few years out before being updated.

8. Building & Planning - Kathleen - 4 permits were issued. 1 for a yard sale, 1 lot clearing, 1 deck, and 1 shed. 2 permits applied for were not needed.
9. Enforcement & Security - Adam - 4 citations issued. 1 for burning, 1 building without a permit, 1 noise nuisance, 1 for not calling before burning. 1 assist for a neighbor walking on a property owner's property suggested they call the cops.
10. Operations - Collections update - Rob- not in attendance

### **NEW BUSINESS**

1. Motions for supplies - none
2. Correspondence - 3 emails thanking us for fixing the road at the Jeans Dr. and Porter Dr. mailboxes. 1 email from an unknown property owner suggesting we take the money from the new pool to fix the roads. Colleen suggested we reply to the email asking them to attend the October 9th meeting. Adam explained that the pool was past its quality of life which we are required to maintain as a property owners association per Title 68. Our roads are currently within the "quality of standard" and noted that they might have some potholes, but are still tolerable and drivable. He also showed some pictures of current county and town roads which are far worse than our worst roads.
3. Other new business - none

Meeting Adjourned - Motion: Dawn - 2nd: Colleen at 8:12pm