

## Directors' Meeting Minutes September 2023

**September 21, 2023 / 7:00 PM / Virtual Meeting (Zoom)**

**OPENING** - Meeting began at 7:02 pm

- Pledge of Allegiance & Moment of Silence
- Swearing in of new Directors - Jessica swore in the 2 new directors, Robin Wright and Danielle Wojcik, as per our bylaws.
- Roll Call - Directors Present: President-Rob Renode, Vice President-Matt Sulock, Treasurer-Dawn Wolset, Secretary-Jessica Knoll, Adam Kochanski, Julie Renode, John Wolset, Colleen Rini, Seth Napoli, Robin Wright, Danielle Wojcik. Directors Not Present: Kathy Plebani.
- Greeting – Rob thanked all for joining and expressed excitement over many updates being presented tonight.
- Public Comment - none
- Correspondence - none
- Approval of the Minutes for June 2023 - *Jessica motioned to table the monthly minutes until next month as they are unavailable, Julie 2nd. Motion Withdrawn. Rob motioned to table the monthly minutes for an online vote on the 29th of this month after minutes have been completed and emailed to the board by the 25th of the month, Adam 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 - 8/28/23 - *Seth motioned to approve a spend of up to \$1,500.00 on the added cost to keep the pool open until October 1st, 2023, weather permitting, Rob 2nd. Motion Passed with 8 in favor and 2 against.*
- Speed Bump/Electronic Monitoring update – Adam and Rob thanked property owner Mario Scelsi for assisting in getting a quote for the equipment needed. *Rob motioned to approve a spend of \$5,550.00 on the quote from RadarSign for 2 speed devices as well as the software needed to collect data needed. The funds will come from the \$5,000.00 already budgeted for the devices and the additional \$550.00 to come from our software budget, Adam 2nd. Motion Passed with 10 in favor and 2 absent for the vote.*
- Status of Leslie Lane Pool - The updated engineered plans are currently at the township for review. We are aware there will be a re-review fee associated. Once approved, work will resume and it should be a simple path forward now with a bulk of the work being done this fall and finished in the early spring.
- Community Watch – Tom Kervic - not present
- Sale of two PFS owned lots - Rob explained that this situation is still a gray area and our lawyer is working on a solution. These are 2 properties we acquired, and are not considered common grounds. We might only be able to sell the properties with a super majority at the annual meeting.
- Other old business?- none

### DIRECTORS' & COMMITTEE REPORTS

1. Communications & Marketing - Colleen noted that it is time to begin soliciting ads for the next newsletter, but not too sure if we have enough news to justify this edition.. Some suggestions given were:general progress updates like the park, roads, speed devices, speed bumps, winter preparedness, collections updates, etc. Looking for content by the middle of October. A brainstorming session will take place at the clubhouse on Friday, October 6th at 6pm for anyone wanting to give some newsletter input.
2. Recreation - Julie stated that there wasn't much that went on over August and September. There

was a community yard sale on Sept 9th which had great reports of sales and weather from participants. Looking to hold a fall painting night soon, and the Halloween party on Oct 28th. Multiple board and employee birthdays were mentioned.

3. Pools - Seth reiterated that the pool was approved to stay open through Oct 1st. He looked into getting lawn chairs and lounge chairs and tables for the pools, but it is not part of our budget for this year. We will have to wait and add it into next year's budget planning. It was a great pool season with no closures, and the repairs done in the spring were successful.
4. Maintenance - John spoke of normal routine maintenance, including cleaning the clubhouse and bathrooms (including pool house bathrooms), setup and clean up from rentals as well as storm incidents, cleaning up trash around the development, and taking all trash to the transfer station. New stop signs were installed at the intersection of Autumn Lane and Leslie Lane and also at the intersection of Panther Run Rd and Pin Oak. This completes the three way intersections that were missing stop signs. Our Craftsman riding mower cutting deck was removed and rebuilt with new parts including belts, pulleys, blade stop brakes and springs, etc. Also the deck was welded and repaired. Tree and brush trimming on all roads is continuing. About half of the main section is completed at this time. The pool gate was adjusted so the gate would close and lock properly. The ladies pool bathroom damage was repaired from the vandalism incident. Repairs were made to the stall door and toilet paper holders that were damaged. The clubhouse basketball gate was re-adjusted so that it closes and locks properly. New trim was installed around our new PFS sign on the clubhouse and stained. A master battery switch and battery cables were installed on our backhoe.
5. Asset & Project Management - none
6. Compliance & Controls - none
7. Building & Planning - Katherine - not present
8. Roads - Adam discussed a lot of work that has been done this year. Along with all the scheduled repairs as per our road repair map, we were able to get a good head start on the repairs on Yellow Run Rd. We are working on getting quotes for next year's projected repairs to be prepared for budget planning. He also asked that if any homeowners notice potholes or sunken areas that need repair, to please contact the office. Maintenance can work on small areas that need attention. Adam also asked Colleen to work on getting a form on our website for these specific type issues. Rob will work with Colleen over the next few months to make that happen. John will price out an electric plate tamper for assisting in repairs of the road on the maintenance end.
9. Enforcement - Adam reported 2 conditions. 1 was an assist with lost mail keys, and the other was a call and investigate/well check in which a homeowner is now in a nursing home. There were also 3 citations issued. 1 for a failure to stop at a stop sign, and the other 2 were building permits.
10. Operations - Collections update - 625 property dues are paid, which does not include the 14 payment plans. In total, 639 properties are in good standing. 5 of our properties are pending sale which will be soon in good standing as well. The 88 remaining properties that are delinquent are being filed against next week. Judgements will turn into Liens by the end of the year.

## **NEW BUSINESS**

1. Other new business - Trish asked about homeowners being able to post on our board due to the fact that the exposed bulletin board is always full. It was decided to put a policy in place for bulletin board turnover as the locked bulletin board is for PFS news and recreation events only. Wording will be updated on the locked boards by the next meeting to specify info allowed on the board. *Adam motioned to spend up to \$12,000.00 to make necessary repairs and replace the chain link fence around the clubhouse pool contingent upon enough savings from the Leslie Lane pool budget, Julie 2nd. Motion Passed Unanimously.* Adam asked maintenance to please remove old gates and fencing from around the clubhouse pool once it has been closed. Property owner Joe Bartoch asked about the replacement of the clubhouse pool cover. Seth will look into the paperwork as he believes it was included as part of the repairs done this past spring. Budget meetings will kick off towards the end of October with a goal to complete them prior to December. All property owners are encouraged to attend and participate. It was also discussed to begin talking about a date for the Annual Meeting for next year to align with our bylaw changes passed during the last Annual Meeting.

Meeting Adjourned - Motion: Adam - 2nd: Jess at 8:54 pm