



Penn Forest Streams Property Owners' Association
11 Clubhouse Road
Jim Thorpe, PA 18229

WELCOME

TO PENN FOREST STREAMS PROPERTY OWNERS' ASSOCIATION

Dear New Resident:

Welcome to our community and congratulations on the purchase of your home or lot!

On behalf of the Penn Forest Streams Property Owners' Association (PFSPOA), we would like to welcome you to your new home or lot and our community. PFSPOA is a property owners association. Our residents govern our community affairs via an elected (12 volunteer) Board of Directors under the Pennsylvania's Planned Community Act. Over the coming months we look forward to meeting you.

Upcoming activities and events, announcements, covenants, and bylaws, board minutes, and all forms/documents can be found on our website at www.pfspoa.org. Please take a few minutes to visit and familiarize yourself with its resources. The website provides ready answers to most of the questions residents may have. If you don't find the information you need there, you may directly contact our Clubhouse Office and speak with our Administrative Office Manager or email the Office and you will receive a response the next business day.

During closing you should have received all of the POA's governing documents, which include our Rules and Regulations, Bylaws, and DEED restrictions. If you have not received any of these documents, you may find them on our website or contact the Office for printed copies.

PFSPOA Office:

Contact: Trisha Kochanski, Administrative Office Manager

Hours: Monday, Wednesday, Thursday & Friday: 9am-2pm. Tuesday-Closed

Phone#: 570-325-2458

Office Email: office@pfspoa.org

POA Website: www.pfspoa.org

If you are a new lot owner and plan on building your dream home, please review all the Rules and Regulations and contact the POA Office for more information on the process.



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As a new home owner you will need to obtain a few things to get you started: mailbox keys, Township Transfer Station card (for trash disposal), and the POA's Access passes.

The Association uses the Jim Thorpe Post Office located downtown across from the train station. The Post Office is responsible for all homeowner mail, not the POA. Please contact the JT Postal Service at 570-325-3951 to arrange delivery of your mail to a cluster box within your section of the development.

The Association **DOES NOT** have trash pickup within the Community. All trash is disposed of at the Township Transfer Station off route 903. To obtain your transfer station card, please contact Penn Forest Township at 570-325-2768. There is an annual fee for this service, paid directly to the Township.

All of our amenities (aside from the Community Playground) are under Access Controls. As a new owner, you are entitled to 2 amenities cards per property; this allows you to access all of our amenities. Please contact the Office to make arrangements to pick up your Access Cards and sign off on the Release/Liability/Assumption of Risk Wavier form.

PFSPOA runs on a Fiscal Period from 4/1 through 3/31. Annual Dues and Assessments are due on or before April 1st every year. Invoices are sent out prior by Preferred Management Associates.

Information on some of the questions many new residents have is included in this packet in order to get you off to a smooth start.

Again, welcome to the Penn Forest Streams community. We know you'll find our neighborhood is a great place to live and we encourage your participation in our activities and functions.

Sincerely,

Penn Forest Streams, POA Board of Directors



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{PFSPOA BOARD OF DIRECTORS}

Meet the Board

President

Robert Renode

Treasurer

Dawn Wolset

Enforcement Director

Adam Kochanski

Maintenance Director

John Wolset

Recreation & Events Director

Julie Renode

Roads Director

Adam Kochanski

Asset & Project Management Director

Danielle Wojcik

Vice-President

Matt Sulock

Secretary

Jessica Knoll

Building & Planning Director

Kathy Plebani

Marketing & Communications Director

Colleen Rini

Pools Director

Seth Napoli

Compliance & Governance Director

Robin Wright



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{FINANCIAL MANAGEMENT}

Preferred Management is all about monitoring, protecting, and reporting all of Penn Forest Streams, POA financials.

Preferred Management Associates, LLC

April Bagnick
Accounting Supervisor
PO Box 687
Moscow, Pa 18444
Phone#: 570-842-2705

Karen Lewis
Resale Certificates
Phone#: 570-325-2457



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{ENFORCEMENT AUTHORIZATION FORM}

Dear Property Owner,

Penn Forest Streams Enforcement personnel are hired to patrol the development and protect the POA's assets. Since our Enforcement Personnel are not police officers, they do have an automatic right to enter upon your property to investigate such incidents. **In case of an emergency, dial 911.**

The Board of Directors and our Enforcement Personnel are committed to doing everything possible to keep our Community safe and secure. There are times our Enforcement Personnel may see something unusual on a property, such as an open window or door, or an unknown vehicle at a home which is seasonally occupied. In order for our Enforcement Personnel to enter upon your property if given permission, we ask that you sign this "permission form" below and return it to our Office at your earliest convenience. This form will become a permanent record on your file. If you decide at a later time you no longer want Enforcement to enter your property, you must notify the Association Office in writing.

Feel free to contact the Association Office or our Enforcement Department if you have any questions regarding this letter.

Regards,
Enforcement Director

****Permission form information is on the back of this document***



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Property Owners: _____

Penn Forest Streams Address: _____

Notes

I hereby grant permission to the Penn Forest Streams Enforcement Personnel to enter upon my property during the course of duties.

Date: _____

Signature: _____

Revised: 9.1.10/1.17.18/1.2.23



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{PFSPOA ENFORCEMENT DEPARTMENT}

(Penn Forest Streams, POA does not have a Security Department that is what your local Police are for)

570-650-2437

Residents may see our Enforcement Officer out on duty, patrolling the neighborhood. If you see him, stop and wave!

Our Enforcement Officer is here to keep our Community safe and to make sure all members and their guests are following the POA's Rules and Regulations.

The Enforcement Officer works 15hrs per week, Monday-Friday.

Reminder that all Association Roads are 15mph



- **This is a kid and pet friendly Community; all members must STOP at all stop signs regardless of the location.**
- **Speeders will be issued a citation with no warning.**
- **ATVs and Golf Carts are permitted. All must follow all PA State, County, and Township laws along with the POA's rules.**

Follow ALL rules to help keep our Community Safe!



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Welcome to the Penn Forest Streams POA Community Watch Committee

What is Community watch?

Community Watch is a neighborhood-driven initiative aimed at enhancing the safety and well-being of our community. This is a partnership where community members work together. Neighbors collaborate to keep an eye out for each other, their homes, and report any suspicious activities.

Duties of a Community Watch include:

Observation: Keeping an eye on your surroundings and noting any unusual behavior or occurrences.

Reporting: Informing committee members, and law enforcement (if the situation calls for it) of any suspicious activity without direct confrontation.

Communication: Staying connected with neighbors and sharing information that helps maintain a safe environment.

Crime Prevention: Promoting awareness and organizing activities like safety meetings to educate neighbors on how to protect their homes and property.

By working together, our Community Watch can help create a safer, more connected, and more resilient community.

Currently, the group meets at 7:00pm on the 1st Friday of every month at the Clubhouse.

We encourage you to attend a meeting or two!! If you have any questions please email the Committee Chair.

Michael Wright
Community Watch Committee Chair
PFSPoACOMMUNITYWATCH@gmail.com

Carbon County Non Emergency – 570-325-9123

St. Luke's Hospital Carbon Campus – 866-785-8537

Pennsylvania Game Commission – 833-742-9453
Press 1 for Wildlife Emergency
Press 2 for Licensing
All other calls stay on the line

Carbon County Animal Shelter – 570-325-4828

570-325-2458 ·

www.pfspoa.org ·

office@pfspoa.org



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{IMPORTANT LOCAL PHONE NUMBERS}

- Penn Forest Township Emergency Fire/Ambulance/Police- DIAL 911
- Penn Forest Twp. Volunteer Fire Co #1 – (570) 325-4203
- Carbon County Non-Emergency Ph# - (570) 325-9111 (for burning)
- State Police (Fern Ridge) – (570) 646-2271
- State Police (Lehigh) – (610) 681-1850
- Jim Thorpe Post Office – (570) 325-3951
- St. Luke's Hospital, Carbon Campus-Lehigh – (866) 785-8537
- Lehigh Valley Hospital, Carbon Campus-Lehigh – (888) 402-5846
- Penn Forest Twp. Municipal Building – (570) 325-2768
- Penn Forest Twp. Bldg/Zoning- (570) 325-2760
- Jim Thorpe Area District Office – (570) 325-3691
- Jim Thorpe High School – (570) 325-3663
- Jim Thorpe Elementary- LB Morris – (570) 325-2703
- Carbon County Vo-Tech – (570) 325-3682
- Penn Forest Streams, POA Office – (570) 325-2458
- Penn Forest Streams, POA Enforcement – (570) 650-2437
- Preferred Management Associates- (570) 842-2705
 - (PFSPOA's Financial Management Co.)



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ENJOY THE COMMUNITY!

570-325-2458 ·

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