

VILLAS at FIVE PONDS BOARD MEETING

November 30, 2021 at 9:30am-Zoom

PRESENT: Rick Rodgers (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL)-present from 10:00am to 11:00am, Tina Talansky (TTa), Amy Wert (AW), Merle Neulight (Scribe)

I: PRIOR MINUTES

- A. **JM: MOTION:** Accept the prior minutes from October 19, 2021 as presented. **MS: 2nd.** All approve 4-0.

II: FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** XXX Clubhouse Ln-\$14-Need to call and ask why it was not paid. May have been a problem with checking.
- b. **AW:** XXXFairway Dr.-\$100
- c. **AW:**XXX Fairway Dr.-\$500-This was waived by the Board at a previous meeting as there were no grounds for this.
- d. **AW:**XXXFairway Dr. (Estate)-\$50 which includes \$30 late fee. If the estate property is sold we need to provide an accounting so it is added to the settlement amount.
- e. **AW:** XXX Villa Dr.-\$10

B. Treasurers Report

- a. **MS:** Customers Bank has \$291K and is over the \$250K threshold, but the combined Accrued Payable \$37K that we owe will bring the number back down.
- b. **MS:** Checking \$80,840K and \$250K CD in Huntingdon Valley Bank. Huntingdon Bank is working with Continental Management to obtain another Money Market Fund location.
- c. **MS:** R28101-renewed from Meridian.
- d. **MS:** Reviewed a number of accounts and reconciled all the invoices and payments.
- e. **MS:** \$2K for fall flowers-budget total \$4,465 for fall. It should have been less because Hayden said we would be charged less for fall flowers because there were no mums. **MS: ACTION:** Will speak to Hayden.
- f. **MS:** Account 4020-Reserve replacement for deposit for Royal Billiards for the card table.
- g. **MS:** Still in contact with companies for renewing contracts-Snow, Trash Management Company-Trash Management does not want to commit yet because of not knowing what gas prices will be.
- h. **PL:** Sent MS an email from indexes on pricing for diesel for fuel. We can get locked into a long-term contract if we adjust diesel fuel contract up or down.
- i. **MS to PL:** When will the pictures be taken in the Clubhouse?
 - i. **PL:** Christmas week.

- j. **MS:** Confused about the billing with the spring and fall flowers. Also, the contract is one mow in November, however, November 11th our development was mowed and that was the second mow.
- k. **MS:** Bought annual Gift Cards on Capital One. Because we will be reimbursed by Capital One, the Association will not incur a cost for them.
- l. **MS:** Heritage Creek's HOA was \$277 but they had a \$600 snow assessment. The Newtown Community's HOA increased from \$309 to \$359 and that community does not have a Clubhouse, Pool, or Tennis court. Plus, their management company is nationwide. They asked what management company we use. Also, they pay Stefan Richter, Esq., to write all their contracts. MS invited them to discuss the VFP process after the first of the year.

III: LANDSCAPE

A. Grounds Maintenance Schedule

- a. **PL:** Pruning being done in the common area; tree trimming project was approved; fall cleanup was done before Thanksgiving and will be done again after the pin oaks and pear trees drop their leaves. Leaf cleanup will be done next month.

B. Total Turf-Quote 12

- a. **PL:** After making a left onto Street Rd at the emergency entrance, there is a huge red maple tree which is at the end of its life. If it were to fall, it would probably fall onto Street Rd. I think it may be prudent to safely take out the tree and do the stump in the spring. **PL: MOTION:** Remove the tree now and then grind the stump in the spring for \$1895. **TTa: 2nd 5-0.** All approved.

IV: EXTERIOR CHANGE REQUESTS FOR APPROVAL

- A. **PL:** XX Villa Dr.-Wants to put in a deck using the same vendor as her next door neighbor. Awaiting Architectural Committee review and approval.
- B. **PL:** XXX Fairway Dr.-Wants to put river rock around the air conditioner.
- C. **PL:** X Fairway Dr.-Wants to put river rock alongside their home within 18" next to the house and AC unit. Approved with the requirement that the stone is like the driveway river rock.
 - a. **PL to AW:** Send letter to both above residents that river rock must be the same size and color that is along the driveway.

V: MAINTENANCE SCHEDULE

- A. **PL:** Pest Control contract was done; the projection screen needs to be raised; the bubblers and fountain and the bubblers were turned off, but the bubblers need to be turned back on because of the koi needing the air. **PL and MS: ACTION:** Will coordinate.
- B. **PL to AW:** Was fall inspection done yet? **AW:** Not yet.
- C. **PL:** Remind Beardelli to bring the outside cover pumps in.

- D. **RR:** The Anchor people did the pressure test on the pump and while they were here, they checked the pump that was squirting water and it is now fixed. Now good on the pump and pump test data.
- E. **JM:** The Neulights' contacted me that the front door FOB was not working. Need to prioritize with Anchor to solve the Keri system outages.
- F. **RR:** The pressure test on the fire pump was done in November.

VI: OPEN ITEMS

A. Discussion of Clubhouse Holiday Decorations

- a. **MS:** Larry McKeogh reminded MS that there are Christmas holiday decorations upstairs in the Clubhouse for inside and outside the Clubhouse plus Lorraine Incollingo has a Menorah in her basement. But we need residents to put up and take down the decorations.
- b. **RR to JM:** Please send an email to the community requesting a committee to help put up and take down the holiday decorations.

B. Discussion of Adding an Activity Committee

- a. **TTa:** I have heard from only one person.
- b. **PL:** Ping pong, shuffle board could co-ordinate the activities so they do not overlap each other.
- c. **JM:** Bernie Hoffman said that there are several informal groups that do activities. He is hoping that the younger and newer residents would become involved with these activities, especially if Rick creates a formal Activities Committee and could eventually become future Board members.
- d. **TTa:** Some activities are ongoing and are functioning on an informal setting. We should contact a person on each activity and then gradually work it into the Social Group. But we will need a committee to coordinate these activities.
- e. **JM:** Activities Committee would operate independent of the Social Committee with the only attachment would be the sharing of the community calendar.
- f. **PL:** Each group already has a leader. For example, Nan has been involved with one of the two Book Clubs and Water Zumba. Plus, there are people in charge of the other individual activities.
- g. **JM:** Each Social Club does have its own leader as well, but these leaders would report to the leader of the Social Committee. The proposed Activity Committee would operate in the same way with an Activity Chair.
- h. **RR:** We should tell each group that there should be a meeting of the leaders in each group.
- i. **PL:** Then all of these groups would fall under the insurance of the community. Money is collected at the beginning of each session for the Water Zumba instructor. Therefore, no association funds are used for this. Plus, even if a participant does not use all the session, there are no refunds.

- j. **MS:** All activities listed are run on an informal basis. Let's table this until the Clubhouse is officially opened to all residents.

C. VFP Maintenance Job Description and Next Steps

- a. **PL:** I will cull down, review, and distribute my list for review.
- b. **RR:** I will cull down the list even more and then resend to the Board.
- c. **MS:** We need a handyman with a "brain". We have an entire winter/summer list that needs to be done in addition to making certain that everything is functioning.
- d. **TTa:** Also, we need to offer something that will entice someone to be interested in this position.
- e. **JM:** The ideal candidate would be like a retired shopping center custodian.
- f. **RR: MS: ACTION:** Will bring the boxes to the Management Company for storage.

D. Capital One Credit Card

- a. **MS:** Before Covid, I had spoken with Jim Stevens about setting up a Capital One card with Continental Management. There is a new card with no limit. I also spoke to Clayton informing him about offering him credit card payments

E. Geese Control

- a. **MS:** Have spoken to "Geese Management" about the geese around our pond. The company said that we do have a problem, but it is not a major problem. They said that if we see "goose poop" on the ice at the pond, we should then shut off the bubblers so the geese cannot drink water. Also, if we see a female sitting with a male close by, she is probably sitting on a nest. The cost to control the geese would be \$250 per week for four months-March through June. Brandon, from "Geese Chasers" is very knowledgeable. We would eventually need to hire a company,

F. Contracts

- a. **MS:** Continental now has a service for email blasts which would take some of the pressure off of JM.
- b. **TTa:** But he would still need to send the emails to Continental, so I do not think that that would be worthwhile.

VII: CORRESPONDENCE

- A. **AW:** XXX Fairway Dr.-Wall-bricks were put back in place, but not repaired. **AW: ACTION:** Will do a work order for Total Turf (TT).
- B. **AW:** XXX Fairway Dr.-poor drainage coming from 150 Fairway Dr.--**PL:** Resident at XXX has a sprinkler system that may be causing water to accumulate towards the property at tXXX Fairway Dr. The water runs down the hill and then settles on the lawn. I suggested that the XXX Fairway residents change the direction of his sprinkler heads. **RR to AW:** Send a copy of #10 in the Sprinkler Rules in the Architectural Rules informing the resident that his sprinkler system must be corrected within "so many" days. **PL:** They need to manage the water going from both of their downspouts to reduce the water from their home and need to remediate some of their downspouts further into the common area to manage the storm water from their property. **PL:** In addition, have the resident from 150 Fairway Dr. read #10 in the

- “Sprinkler Rules” to confirm there is no leak in any pipes underground and also, contact a landscaper to discuss burying their downspouts through an Architectural Request. **JM:** Also, check their sprinkler system to confirm that there is no leak. In the past there was a broken pipe from another resident’s sprinkler systems.
- C. **AW:** XXX Fairway Dr.-Damaged Wall-**JM:** Send work order to TT to receive a quote to repair the wall.
 - D. **AW:** XX Villa Dr.-Wall-Have TT quote for this wall.
 - a. **JM:** Write back to the quads that the residents are responsible.
 - b. **RR:** It looks like it is normal wear and tear.
 - c. **AW:** I will get two quotes and then the Board can decide how to handle this.
 - E. **AW:** XXX Fairway Dr.-leaves-In our contract with TT, the leaves are swept up twice a year during the fall. After that, it is the residents’ responsibility.
 - F. **AW:**XXVilla Dr.-neighbor issue-parking in the turnaround. There is a rule that there is no parking in the turnaround unless it is with the neighbors’ approval.
 - G. **AW:** XX Villa Dr.-no parking signs-**AW: ACTION:** Will send letter thanking resident about his concern. We will take your suggestions under consideration. **RR:** There is no parking in fire zones and handicapped parking. Parking in these areas, cars can be ticketed.

VIII: ADDITIONAL OPEN ITEMS

- A. **JM:** The Homeowners Association Group that we belong wrote a letter to the three Bucks County Commissioners on Heritage Creek letterhead, but signed by eight 55 + HOA’s requesting ease up the County Health Department swimming rules. They are treating us like we are “Sesame Place”. The Bucks County Health Department responded giving us the “OK”to test the pool’s water formally only twice a week by a professional pool service as long as we have a controlled system in place and we make a formal written request to BCHD. We now have all of that now in place. This is significant because, previously, the water had to be tested manually every six hours.
- B. **JM to AW:** XXX Villa Dr.-A polite letter needs to be written that the handicapped ramp needs to be removed. If not, we will remove it and then, the resident will be billed for the removal.
- C. **AW:** XXX Fairway Dr.-Resident was not wearing a wristband and was fined \$250. The son said he would pay. **AW: ACTION:** Will check if it was paid.
- D. **TTa:** The indoor pool lining is badly cracked and there are black cracks all over the steps and in the bottom of pool. **MS:** Beardelli will be giving us a quote for the indoor pool. **TTa:** Check the handrails as well because there is also grime and they are loose.
- E. **PL:** Left the meeting.
- F. **MS:** I will be meeting with AM Mechanical regarding the updated control system. Cost \$36,720. I obtained the price for 28 additional sensors. \$42,920 is the new total cost.
- G. **TTa & RR:** We need a quote from another company.
- H. **RR to AW:** HVAC. **TTa:** J H Smith HVAC. **JM:** His equipment is available, but the price keeps increasing. The price needs to be locked in. **JM to AW:** Arrange with J H Smith to contact TTa

and RR to arrange a quote. RR: Would like the specs on AM Mechanical to compare, “apples to apples.

IX: NEXT MEETING-December 28, 2021 on Zoom at 9:30am.

X: **ADJOURNMENT-JM: MOTION:** Adjourn meeting. **MS: 2nd** All approved 4-0.