

BOARD OF DIRECTORS MINUTES
August 22, 2018

PRESENT: Rick Rodgers (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL), Tina Talansky (TTa), Amy Wert, Merle Neulight (MN) Scribe

I: PRIOR MINUTES

- A. **JM: MOTION:** Approve the minutes from July 18, 2018 as written and presented. **TTa:** 2nd. All approved 5-0.

II: FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** XX Villa Dr-Owes \$262 including the late fee of \$15.
- b. **AW:** XX and XXXVilla-Paid in full
- c. **AW:** XX Villa Dr-Owed \$100.

B. Treasurers Report

- a. **MS:** Renewed \$250K at 2.5% from Prudential
- b. **MS:** Renewed \$250K at 2.5% from First Bank
- c. **MS:** Three re-sales \$8532.
- d. **MS:** Phone bill is now \$160 per month, but will be lower as soon as the third line is eliminated.
- e. **MS:** We will have \$3892 from the overage from the Social Club which will be put into Capital.
- f. **MS:** The alarm is increased by \$20 per month to monitor the systems we installed.
- g. **MS:** Total Turf's (TT) bills now match.
- h. **PL:** Flores sent in his insurance, but not his Workmen's Compensation, but he will be sending it shortly for the tree removal.
- i. **PL:** XXX Fairway-TT did not seed with grass seed, the Nutsedge was removed and the property needs to be redone at TT's cost.
- j. **MS:** Will review with Dan and Hayden (TT) about replacing the type of flowers at the front of our development.
- k. **MS:** Wants a side contract for the hanging baskets. The vendor will also be responsible for watering and maintaining the plants.
- l. **MS:** Roof of the indoor pool has been repaired for \$2900.
- m. **MS:** We have \$9495.93 in Capital; Reserve \$19,998; and Contributed Capital of \$5688 from two sales which will be shown in August.
- n. **MS:** Mitchell Dennis from HBI, a contractor who does asphalt and paving repairs, after walking our development, submitted an estimate for repairs:
 - i. **Invoice A:** Seal sunken areas around six drains, using asphalt patch to alleviate low areas where water had been pooling and seal where the old and new asphalt meet using a hot rubberized crack sealer for \$950.
 - ii. **Invoice B:** Clean the cracks in the walkway path and tennis courts with hot rubberized crack sealer for \$450.

- iii. **Invoice C:** Clean the roadway cracks, as necessary for \$1700. But, if both the roadway and walkway are done at the same time, the price would be \$1,950.
 - 1. **MS: MOTION:** Have HBI do the roads, walkway and drain repairs for not greater than \$2000. **JM: 2nd.** All approved 5-0.
 - 2. **MS:** Will ask HBI if they do Belgian Blocks and will seek a quote for repair of curb mortar.
- o. **MS:** Met with several pool companies regarding the coping, plastering, etc. The companies evaluated our pools and gave us a quote for repairs which was quite a bit of money.
 - i. **MS:** Mt. Pocono also was here to evaluate the hot tub, indoor and outdoor pools. He said that he felt our pools are in excellent condition, but the coping should be cleaned. When the coping is cleaned, it should be cleaned with a special wash, not with acid. Mt. Pocono said that there is a cement pool deck finish that might interest us. Mt Pocono will also give us pricing for new pool furniture.
 - p. **MS:** Distributed pictures of a possible fountain for in front of the Clubhouse to update our development. Would like to check on the cost for the pool furniture which would come out of our Reserve, and the cost of the fountain which would come out of Capital as an improvement to decide if we should proceed.
 - i. **PL: MOTION:** To have Gaspar Landscape and Design, design and construct the fountain that would come from the Capital Fund for not more than \$15K with a refilling float option in the pond part of the fountain. **TTa: 2nd 4-0. JM: No.**
 - q. **MS:** One of our street lights needs repair. Also, we would like the electrician to install one LED light for a test. With the LED light, the street light should be brighter and distribute the light across a wider area.

III: LANDSCAPE AND ARCHITECTURAL

- A. **PL:** As discussed above, Flores will obtain his Workmen's Compensation in the next few days.
- B. **PL:** XX Five Ponds Circle-wants a specific tree planted to replace a tree that had previously died. TT had evaluated the tree that had previously been planted by Evergreen. TT then planted another tree which also died. The resident would like a River Birch. TT, after evaluating the soil feels that there is a problem with the dirt. **AW: ACTION:** Will inform the resident that a "like" kind of tree will be planted.
 - a. **PL:** If resident wants a specific tree he can do an Architectural Request for approval.

- C. **PL:**XXX Villa ARC-Gaspar will be doing the plantings. The resident wants a drip irrigation system. The resident needs to sign off that if the system is damaged from the mowing and mulching, the resident will be responsible. This needs to be clarified with the resident. **PL: ACTION:** Will contact the homeowner.
- D. **PL:** XXX Villa-window replacements for the two windows in the master bedroom. But needs to submit the proper insurance certificate and proposal. **PL: ACTION:** Will contact the homeowner.

IV: GROUNDS MAINTENANCE SCHEDULE

- A. **PL:** Granular fertilization is due soon. Continental Management suggested weed control early. **PL: ACTION:** Will contact Dan from TT and report any action to Continental Management.

V: MAINTENANCE SCHEDULE

- A. **MS:** Drain of the indoor pool and refilling has not been done yet. Discussion on the need to do this. **JM: ACTION:** Will speak with Chris from Beradelli to obtain an opinion on the timing. **PL:** Requested that it be done timely, this fall, so we do not have to pay for it with City water in the winter.

VI: OPEN ITEMS

- A. **AW:** XX Villa-regarding resident's letter and Rule for Flower Beds
 - a. Vines are growing up her home. The rule states that plants must be annuals. **AW: ACTION:** Will send letter to the resident that the beds are not in keeping with the development. If resident does not care for the beds, the resident will be fined.
- B. **AW:** XXX Fairway-driveway issue-**AW: ACTION:** Will have someone look at the driveway.

VII: ADDITIONAL ITEMS

- A. **MS:** Euro Fin. Who performs the County mandated water tests weekly on our pools, have greatly increased their new contract prices from previous years. **AW: ACTION:** Will seek new quotes.
- B. **JM:** Warminster Township Fire Department (WTFD)-residents have been calling the WTFD to come to their homes to change the fire alarm batteries in their homes. The WTFD does not have the staff or equipment to change batteries in the fire alarms in homes. JM is working with the fire Inspector to communicate this to the residents for proper actions.
- C. **RR:** Warminster Township Fire Inspector-Violations found after an inspection on August 6, 2018. The Fire extinguisher outside the sprinkler room and by the exit door to the pool need to be inspected and gauges on the sprinkler riser need to be replaced. **RR: ACTION:** Following with the vendor.
- D. **RR:** The ionization element in the hard wired smoke detectors in our homes lasts about ten years and must be changed after that. There is a person who will change the smoke detector battery for \$40 per hour.

- a. **JM:** Those residents who bought the McGrath installed security system received Photo-electric detectors which have a longer life if maintained properly and have no individual 9V battery.
- E. Meeting with the Board and new residents**
- a. **TTa:** Meeting for lunch with the Board and new residents will be October 7th.
 - i. **TTa:** Seeking approval to have some pool passes included in the new residents' welcome bags. Board approved.
- F. MS:** XXX Villa-roof-Problems with the roof from the builder. Roofer of the resident's choice will correct the issue. This will be paid for by the resident. If resident gets a new roof, the resident will need an Architectural Request.
- a. **AW:** There should be a "spec" page for the roofs with color, size, type of shingle, etc., plus it is to be woven into the old roofs. **JM:** **ACTION:** Will speak with the resident.
- G. JM:** In the event of a buildup of snow this coming winter in the back up areas, TT needs to be informed that the excess snow should not be pushed up against the houses. A mutual decision would be made to bringing in a big loader to move old snow from the back up area to the front lawns, thus leaving the room to plow snow into the back up area for the next storm.
- a. **PL:** We should have a fixed per hour price with the contractor and should be included in the contract.
- H. JM to RR:** Has the roof in the indoor pool been opened? **RR:** Yes.
- I. TTa:** There was a large turnout of volunteers who want to help with Toys for Tots. In addition, the committee set it up to have the Villas of Five Ponds donate money to purchase bikes and helmets as part of the program.
- J. TTa:** Need to discuss how we handle situations such as residents "borrowing" items from the Clubhouse that should not be taken out of the Clubhouse. Discussion. Borrowing items from the Clubhouse is not allowed under any circumstances. Tabled for now.
- K. JM: ACTION:** Will include in the email that when in the gym using equipment, proper attire is expected such as sneakers plus, proper handling of the equipment is necessary. Also, no diapers, swimmies, depends, or any type of diaper is to be worn in the pool, both young and old. Walking barefoot in the gym or Clubhouse is against the rules with the exception of the locker room where the showers are located.
- L. MS:** Smith Group confirmed what Bernie Dubin had stated that the unit owner's information regarding insurance-the HO4's Declaration page should be submitted to the Board. The Board needs to know who the unit owner of record is and should have the homeowner's information.
- a. **MS:** The above needs to be discussed at the annual meeting-the homeowner of record's insurance, HO4 declaration page, Certificate of insurance, etc.
- M. PL:** New wording for Appendix G-Solar House Number Displays-the following solar house number displays have been approved: Westinghouse

Solar House Number, item #751025-08, black finish, die cast aluminum, white light. Solar Rock House Marker sold at Bed Bath and Beyond and Amazon, or the equivalent.

- a. **PL:** There should be \$100 fine to old homeowners if key fobs are not given to the new homeowner at settlement.
- b. **PL:** New Wording: Pets-dogs must be on a leash at all times and under resident's control; dogs must be curbed; dogs may be on a dog tie-out leash on the owner's property provided the owner, tenant or pet sitter is outside and in control of the dog at all times. Also, leashes may not be long enough to extend into the driveway, street or sidewalk areas. Plus, leashes must be removed for lawn maintenance periods. Animal waste must be taken home and disposed of within the owner's garbage bin. Disposal of solid pet waste in any open area, the common elements, storm drain, or on another owner's property is strictly prohibited. In no event shall an owner or occupant of any unit keep any more than a total of two dogs or cats. Declaration, Article XVII, Section 17.01h.
- c. **PL:** Exterior Changes: All exterior/architectural changes made to a unit must be submitted on an Architectural Request Form for prior written approval by the Board before any installation, replacement, or modification work; those changes/modifications which are documented in the current rules are exempted. Any installation, replacement, or modification work prior to obtaining written approval will incur an immediate \$500 fine. The non-conforming installation, replacement, or modification may be required by the board to be replaced with approved materials and work or restored to its original appearance.
- d. **PL: MOTION:** Accept all of the above changes. **TTa:** 2nd All approved 5-0.

VIII: NEXT MEETING - Wednesday, September 26th, 2018 at 9:00 am.
ANNUAL MEETING – November 13, 2018 at 7:00pm.

IX: ADJOURNMENT

- A. **PL: MOTION:** Adjourn meeting. **TTa:** 2nd 5-0 All approved. Meeting adjourned at 11:33am.