

## CREEKSIDE HOA BOARD MEETING MINUTES

March 15, 2021 via Zoom

Members Attending: Chris Gaughan, Clair Weaver, Karen Kohr, Kevin Kohr, Rachael Bowman, Emily Hackleman, Dan Fields, and Lorie Ann Bartal.

Members Absent: Bill Kuchling

Other Attendees: Representing Horst Management – Nancy Miller

**Call to Order** – Chris Gaughan called the meeting to order at 6:33 PM.

**Approval of minutes from 2/15/21 meeting** – Emily motioned to approve the February 2021 meeting Minutes. Chris seconded. All were in favor. Rachael Bowman will post the minutes to the website.

### **Financial report**

- February Financials – Lorie-Ann reported that the financials are stable. There are opportunities to look at processes to streamline costs by using a more electronic medium.
- Late Fees
  - 3 homeowners owe January dues and late fees.
  - 3 homeowners owe small amounts.
  - One homeowner owes at least 3 quarterly dues.
  - One homeowner owes attorney's fee but has paid their balance.
  - The HOA is foreclosing on one homeowner who lives out of state, who must be personally served.

### **Pool and Maintenance Committee report**

- De-winterizing Village Center – Lanco is scheduled to de-winterize the Village Center on April 23, 2021. There are some minor repairs needed for some of the plumbing fixtures. There was discussion about opening the showers. Subject tabled until the next meeting. The water heater, which was installed in 1998, should be inspected because of the age. If needed, funds should be planned for replacement. Dan will report back to the Board at the May 2021 meeting.
- Pool Deck Furniture– \$1500 was spent to purchase new pool furniture (21 Chairs and 5 chaise lounges), which came in under the \$1800 budget. There are 6 existing tables that are functional. The committee is looking into purchasing an additional 3 umbrella and 3 umbrella stands/bases. Emily mentioned that the pool furniture manufacturer has an annual yard sale, which may be a way to pick up more furniture at a lower cost to the HOA.
- Tennis Court net, trash cans, bike rack and picnic table purchases – Dan asked Nancy Miller questions regarding available budgeted funds for some miscellaneous items. Nancy gave a brief overview of the budget comparison report. All items for the Village Center, courts, and playground common area are budgeted under "Community Center." This does not include the pool, which has a separate budget. The Board discussed coming up with a strategic plan for the overall 2021 budget in order to afford some of the items without going over the bottom line.
- Pool Decking – A-1 Concrete quoted \$3,100 to repair the decking where it has sunk, however, a retaining wall would have to be built to prevent erosion and further damage to the decking. Concrete repairs need to be done in several other areas of the pool decking, such as around the ladders.
- Retaining wall – Estimates have been obtained to replace the existing retaining wall. Keystone Guncrete seems to be the most recommended option. Structurally, the wall is sound, however, cosmetically it needs to be parched. A cap that directs water away from the wall vs. water running down the wall was also recommended by contractors. These repairs seem to cost less than to replace the entire wall. Emily feels confident that, since we are not doing all the budgeted tree work, there will be funds (10k) available to repair the wall, lift the concrete slab and do the grading/drainage work needed in 2021. Kevin motioned to have Dan and Emily to put together a plan that would take care of all of the issues within a 10K price range. Chris seconded the motion. Dan and Emily will continue to plan these repairs and present a plan to the Board.

- Fencing – A section of the fence will need to be removed in order to make the repairs to the decking/wall. The existing fence is not aesthetically pleasing and there are safety concerns due to loose sections. The concrete at the fence posts is also deteriorating.
- Motion – Kevin motioned to have Dan and Emily to put together a plan that would take care of all of
- Basketball Court damage (under warranty) – Nancy contacted the Contractor.

#### **Architectural Control Committee report**

- 1008 Glenwood Lane – Medzoyan – add Pool house, pavilion and landscaping to previously approved pool/fence request – still outstanding.
- 933 Meadowood Circle – Pugliese – Stucco and Front Door Replacement – approved 3/1/21.
- 300 Ramblewood Lane – Roof Installation Violation – approved 2/15/21.

#### **Lawn and Landscape Committee report**

- There are 2 stumps by the playground at the village center that need to be ground.
- The trees around the pool need to be trimmed. They had been part of the phase 2 tree work that got postponed. Clair will look at it and put these trees back on the table.
- Hauser's Estimate for Ash tree soil injections – Same price (previously approved) This is the second of 3 years that this needs to be done.
- Sink hole update – All the sink holes have been repaired and seeded. Karen will verify.

#### **Publicity Committee report**

- Nothing new to report

#### **Social Committee report**

- Little Free Library – tabled until the next meeting.
- Girl Scout Cookie sale – Dan volunteered to help them is needed by setting up tables for them.

#### **Welcome Committee report**

- 1 new homeowner since the last meeting – 208 White Oak Circle – Cathy Solis

#### **Neighborhood Watch Committee report**

- Yellow reflective traffic posts have been purchased and will be installed by Chris.
- Clair looked at solar lights for the entrance, which were affordable, but he is concerned about they only have 6-8 hours of light when fully charged, which will not be long enough on winter nights. He also suggested lighting up some of the traffic signs to make them stand out more when it is dark.
- Penn Dot told Kevin Kohr that they are not responsible to install a dusk to dawn light on the pole. Kevin is still waiting to hear back from MetEd.

#### **Nominating Committee report**

- 2021 Annual Meeting
- Expiring Terms - Lorie-Ann Bartal (appointed to complete Pat Dorsey's term), William Kuchling (appointed to complete Scot Feeman's term) and Dan Fields.
- Three Volunteers for the Board – Matthew Lebo, Jim Eichelberger, and Lori-Ann Bartal. Dan Field is still thinking about it and will let Nancy know by the end of the week.

#### **Horst Property Management Report**

- Nancy asked the Board to communicate issues with management fees. Lorie-Ann would like to track the types of inquiries that the Management Company is fielding on behalf of the HOA, how we can scale that down in order to stay within the contract limit of 40 calls/emails and not incur additional charges. An effort has been made to keep the website updated and communicating with the homeowners that information is available to them on the website without calling the manager.

#### **Other Business**

- Trash Service – A homeowner reached out to Nancy and expressed that she be forgiven the trash fee if she is out of town for an extended period of time. The contract is for the entire community at a favorable rate and included in the quarterly dues. There are no exceptions or discounts for individual residents.

Next Meeting Date – Monday, April 19, 2021 at 6:30 PM

Adjournment – The meeting was adjourned at 7:47 PM