



A Premier Planned Community in West Hanover Township, PA

Bradford Estates Property Owners Association (BEPOA)

Special Meeting Minutes

Monday, August 8, 2016

The meeting was held at 202 Berkley Drive.

Board Attendees: Kevin Gemmell, Dwayne Laird, Janice Butz, and Alan Merfeld. Stacey Connors was not present due to a prior commitment.

I. CALL TO ORDER

The meeting was called to order at 6:06 p.m. by Dwayne and seconded by Kevin.

II. NEW BOARD MEMBER

- Alan Merfeld is the new BEPOA board member and will fill the position of Treasurer. His term will expire June 2019.

III. LANDSCAPE AND SNOW REMOVAL PROPOSALS

- Proposals were received from each of the following companies: Four Seasons Property Services, Hoagy's Lawn Care Service, and Team Lewis Landscaping.
- A vote to contract with a company was tabled until Stacey can review the proposals and to see if any more proposals are forthcoming.
- A deadline was set for Friday, Aug. 12, 2016 to review proposals and to accept one of the proposals.
- Dwayne made a motion to require 2 board members present when meeting with contractors or for any other BEPOA business. This was seconded by Kevin. Motion carried.

IV. PMI RETENTION DISCUSSION

- Dwayne made a motion to retain PMI as BEPOA's management company. This was seconded by Kevin. This was followed by a unanimous vote. Motion carried.
- The board agreed that we can review this decision in the future, when and if necessary.
- Janice made a request to add more details to the violations report that is generated by PMI. She will send her input to Kevin.



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V. COMMUNITY VIOLATIONS

The following was discussed:

- There was a request from a resident on to review a violation of this townhouse needing to be power washed. This property will be inspected again to determine if power washing is needed.
- Regarding a resident's request to replace existing fence with a vinyl fence: This will be approved due to the fact that the variance was voted on and approved in 2008 so it is grandfathered in. The board voted unanimously, with one member abstaining, to uphold this previous decision since it had already been approved in 2008.

VI. WEST HANOVER TOWNSHIP (WHT) UPDATES

- Road cracks: An email was sent to the WHT Manager who referred it to the WHT Roadmaster.
- Pedestrian path: This is an ongoing situation for which the board is trying to work toward a solution with WHT and outside counsel.

VII. COMMITTEES

Updates:

- All board members will now be on the Landscape and Architecture Committee so that requests can be reviewed by all for decision making purposes.
- The Commercial Vehicle Policy Committee should have their recommendations completed by Aug. 31, 2016; letters for violations have been sent out to residents who have been cited. Any newly reported violations have been reviewed and sent to PMI so violation letters can be generated and mailed out to those residents.
- The board is presently taking and reviewing bids on repairing/painting the Bradford Estates sign in the entrance circle at Bradford Blvd.

VIII. NEWSLETTER

- A resident volunteered to write and publish a newsletter for our community. It can be a digital one that can be posted to the BEPOA website.
- The board agreed that this is a good idea, and Jann will be in touch with this resident.

IX. ADJOURNMENT

Dwayne moved to adjourn the meeting. This was seconded by Alan. The meeting was adjourned at 7:32 p.m.

Respectfully submitted by Board Secretary,

A handwritten signature in black ink that reads "Janice Butz". The signature is written in a cursive, flowing style.

Janice Butz