

# CROSSGATES MANOR HOMEOWNERS ASSOCIATION

## 2022 Annual Meeting Minutes

**Location: 163 West Frederick Street, Millersville, PA17551**

**May 19, 2022**

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Board Members: Pam Hershey. Skip Leinster

Esquire Association Management: Kimberly Garland-Klopp

### CALL TO ORDER:

The meeting was called to order at 6:30 PM by President Pam Hershey. Quorum was not established, and the meeting adjourned at 6:31 PM.

The meeting was called to order for a second time by President Pam Hershey at 6:32 PM with 30% quorum established. It was noted the documents indicate a secondary mailing notice is needed if quorum is not established at the annual meeting. Those present voted to proceed with the meeting by adjourning and calling to order one minute later with 30% in attendance. A motion was made by Ken Buchmann and seconded by Steve Book. Motion Passed.

### APPROVAL OF 2021 ANNUAL MEETING MINUTES:

The minutes of the 2022 Annual Meeting were reviewed. With no objections, the minutes were unanimously approved.

### PRESIDENT'S REPORT:

- Delivery by the USPS has become slower. Assessment payment options were reviewed to ensure timely arrival. To review the payment options members can visit [www.esqmanagement.com/dues](http://www.esqmanagement.com/dues).
- Manor Township sewer plant will be purchased by LASA. Payment options can be viewed on the LASA website or by contacting LASA directly.
- Mowing season has become longer due to changes in the weather. This matter will be addressed during next budget. The contract provides approximately 27 mows.
- Four new units will be built by Murry in the near future.
- The Board of Directors will be purchasing a \$5,000.00 CD with reserve funds.
  - EAM to update the date on the balance sheet for the CD dates.
- The Board of Directors conducts two walk-around inspections during the year with Kim. Our first walk-around this year will be Tuesday May 24<sup>th</sup>.
- Things we are looking for are areas of unsightly weeds, unkempt landscaping, homes that need to be power washed, and overgrown trees over roadways that are impeding vehicles. These violations are few.
- All approved Manor minutes of meetings are available for owners to read at [crossgatesmillersville.com](http://crossgatesmillersville.com). Our private roads are too narrow for parking along the side of these roads. Emergency crews would have trouble getting past parked vehicles. Please do not make any changes to the outside of your property before first checking with any restrictions or asking the management company directly.
- Overall, Crossgates Manor is working within the confines of the budget, and, to our knowledge, there are currently no outstanding problems. Thank you for your support.

### FINANCIAL REPORT:

- A copy of the Balance Sheet dated March 31, 2022, was included with the annual meeting packet.
- A Homeowner requested the Budget vs. Actual Report be included with the financial packet.

## ELECTION OF ONE DIRECTOR:

- It is time for the election there is 1 open position, for a 2-year term (2022-2024). With no individuals nominated the Board will consider appointing the position in the future.

## MANAGEMENT REPORT:

- EAM reminded members of use of the EAM website, [www.esqmanagement.com](http://www.esqmanagement.com), where you can access the resale certificate form, resident portal and payment portal. The resident portal is separate from the payment portal. If members need help accessing the portals, they can contact the office at 717-824-3071.

## HOMEOWNER OPEN FORUM:

- Note: Comments below are not verbatim, rather they are summarized.
- Steve Book, Foxgate – Thanks the Board for serving the community and thanks EAM for their service.
- Barbara Echo-Hawk, Creekgate – What is happening with the new construction along Crossland Pass?
  - EAM/Board – Two entrances will be at Laurelgate and Windgate, there will be 40 duplexes (80 units total), prices beginning about \$320-\$400K.
- Ken Buchmann – Is overflow parking intended for long-term parking? There has been a vehicle covered for quite some time.
- UO – Would a police or firefighter vehicle be considered a commercial vehicle?
  - EAM – This is something we will need to investigate however it would likely be required to park inside a garage.
- Ray Troutman, Creekgate – The walking path behind 109, 111, 113 Creekgate was previously mowed by UO but should be maintained by the Master vendor. Also, the lower part of the walking path in this area continues to have mud sitting. Water should be directed toward one of the drains in the area.
  - EAM – We will speak with the Master vendor and review the walking path during the Master walk through.
- Anne Bleistine, Creekgate – An area along the walking path was missed by the Master vendor.
  - EAM – Please report the week in which missed areas are noticed. We will review the Master walking paths during the walk through with Master.
- Sue Kabrhel, Creekgate – The walkway across from 100 Creekgate, along Crossland pass, has overgrown trees. Also, large vehicles are making marks in the beds at the front entrance.
  - EAM – We will review and speak with Murry about pruning the trees.
- Connie Leinster, Creekgate – The walking path at Crossland pass is buckled and requires repair.
  - EAM – We will inform Murry.
- UO – Ditch across from 100 Creekgate is getting thick with brush
- Barbara Echo-Hawk – Would a camper van, with an AC vent on top, be permitted in the HOA? Is this considered a camper?
  - EAM – Review and research of the documents is required.

## ADJOURNMENT:

- With no further business to discuss, a motion to adjourn the meeting was made by Sue Kabrhel and seconded by Ken Buchmann. Motion passed. Meeting adjourned at 7:19 PM.

Respectfully submitted,

Kimberly Garland-Klopp, Esquire Association Management, LLC