

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
Tuesday, March 26, 2013 at 6:30 PM
Messiah Village Board Room

Attending: Duane Herman, Dave Wenthe, Gina DiStefano, Jon Forry, Kevin Ruch, Patrick Gridley, Brad Stump, Debra Wallet, Joann Davis (manager)

Absent – Betty Dick

1. Call to order: Meeting called to order by D. Herman at 6:30 PM.

2. Homeowner concerns:

330 Wister Circle – Jack and Mildred Shatzer (318 Wister Circle), Brad Williams (328 Wister Circle), Jack and Linda Rieman (314 Wister Circle), Don and Amy Steiner (312 Allenview Drive)

B. Williams presented a slide show of photographs showing the current condition of 330 Wister Circle. There is a health and safety concern as well as the concern of properties being devalued. A letter from homeowners was sent to Upper Allen Township. The homeowners are seeking help from the Board because there has been no movement on the property over the past three years. B. Williams has spoken with the homeowner in the past and is aware Association has received several letters from the homeowner. He would like to know what the next step is.

D. Steiner expressed that it is impossible to go outside in the summer because of the fear of contracting the West Nile virus from the mosquitoes.

J. Shatzer and M. Shatzer are original homeowners of a single family home. J. Shatzer expressed frustration in that permission is not needed for a property to deteriorate, but it is needed to make improvements. The Covenants and Restrictions are for all to follow in order to protect the neighborhood. Is the conclusion that there is nothing we can do, or don't we know what can be done?

G. DiStefano asked if the Association can sue on a civil level. D. Herman stated we can ask the attorney what can be done legally.

J. Rieman has spoken with Upper Allen Township manager Lou Fazekas, who expressed that the township assumed the work had been completed at 330 Wister since they had given approval for the work to be done. The property has been sprayed for West Nile, but it cannot be controlled because of the water gathering spots and pool issues. The mosquito reports were taken to the township and they are waiting for the homeowner to get back to them. If nothing is done by early April, the township will issue citations and if that does not work, it will be taken before the district judge. J. Rieman asks the Board if this could have been done through the Association attorney to the township. J. Rieman asks the Board to consider the safety issue with neighborhood children as well as the need to keep the value of the properties. J. Rieman provided a letter to J. Davis from the township, which will be copied and distributed to Board members.

D. Herman will contact the attorney with the township response to try and move things along. The only response received from the homeowner is that the property will be cleaned up, but it never is.

K. Ruch questioned how to combat the difference between promise and performance and dealing with not only aesthetic concerns, but liability issues over the empty pool with easy access to children.

G. DiStefano agreed and added that there is the health concern with the West Nile virus and the attorney needs to be contacted.

D. Herman will keep in contact with the attorney and keep J. Rieman, representative for the homeowners, advised as to how things are progressing.

Other concerns brought to the Board's attention with 330 Wister Circle include an abandoned car in the garage, a possible oxygen tank in the garage, and a possible rodent issue inside the house.

568 Allenvue Drive – Joan Stokes

Due to a water issue, the Association had work done at 568 Allenvue Drive. Shrubbery had to be removed and new shrubbery was planted, but stumps were left behind. Shopes then removed the stumps, but also pulled the shrubs out and then put them back in. J. Stokes would like to see the shrubs replaced because of their poor quality.

P. Gridley did not realize Shopes removed the shrubs, removed the stumps, and then re-planted the same shrubs. Those shrubs will not last through the summer. P. Gridley motions for J. Stokes to choose shrubbery within a \$750 budget, submit for ACC approval, and the Association will reimburse her for the cost. Anything over \$750 would be at J. Stokes expense. J. Stokes agrees to this. G. DiStefano seconds the motion, motion passes.

3. Officer Elections

- a. President: D. Wallet nominates D. Herman, G. DiStefano seconds, motion passes
- b. Vice President: D. Wallet nominates D. Wenthe, G. DiStefano seconds, motion passes
- c. Secretary: G. DiStefano nominates J. Davis, D. Herman seconds, motion passes
- d. Treasurer: G. DiStefano nominates B. Dick, P. Gridley seconds, motion passes

4. Committee Appointments

- a. Architectural Control Committee: G. DiStefano nominates D. Wallet.
 - i. Motion made by D. Wallet for Board to formally appoint the following people to the ACC: Linda Echard, Lori Caffarella, Brad Stump, Marie Clark, Susan Zangrilli, Joyce Elfreth, and Joan Stokes.
- b. Recreation Committee: P. Gridley nominates G. DiStefano.
- c. Nominating Committee: D. Wallet nominates G. DiStefano.
- d. Audit Committee: D. Herman nominates B. Dick.
- e. Budget Committee: D. Herman nominates B. Dick. Committee members nominated are G. DiStefano, D. Wenthe, and P. Gridley.
- f. Maintenance Committee: G. DiStefano nominates P. Gridley. Committee members nominated are D. Wenthe and B. Stump.
- g. Publicity Committee: G. DiStefano nominates B. Stump.
- h. Gardening Committee: G. DiStefano nominates J. Forry.

Motion to approve committee appointments by D. Wenthe, G. DiStefano seconds, motion passes.

5. Approval of minutes from the January meeting: Motion to approve minutes by P. Gridley, B. Stump seconds, motion passes

6. Pool Report – G. DiStefano

- a. Four new guards have been hired and all guards will be contacted to complete paper work.
- b. Aqua Specialists and the company providing the soda machine have been contacted to prepare the pool for opening.
- c. G. DiStefano will find out schedules to see what coverage will be like at the end of the season when students return to college.
- d. A woman was contacted regarding exercise classes, which homeowners would pay for as they do with swim lessons.
- e. G. DiStefano and E. Davis met to review procedures and create checklists.

7. President's Report – D. Herman

- a. An annual report and two monthly reports were provided from the accountant. They are working to have quarterly statements sent to delinquent people with interest already calculated. There are some issues to work out, such as making sure the information goes to homeowners of rental properties and not the tenants.

8. Treasurer's Report – none

9. Committee Reports

a. Architectural Control – D. Wallet

- i. 464 Allenvue: The Board received a letter from the homeowner indicating the front door was replaced on what was believed to be an emergency basis, although the nature of the letter stated the water problems had been occurring for a period of time. The Board voted to send a letter that the homeowner was not in compliance with the Covenants and Restrictions and failed to submit an ACC request. He was told to replace the door. The homeowner responded with a letter to the Board. D. Wallet agrees there are larger issues to deal with. However, this is an ACC problem when one person is allowed to do something, the next person is told they cannot and they cite the person who was allowed to make the change. D. Wallet recommends doing nothing further at this point. It is on record that the door is not in compliance and should be removed and replaced. If the house sells, we can note that on the resale certificate and make the new homeowner aware of the situation.
- ii. ACC Requests: The ACC meets the Monday the week prior to the Board meeting. They do not meet until the Board appoints a chairperson and committee members. The ACC has been delegated to approve certain items such as equal replacement of windows and roofs. Other items require the ACC to vote and make recommendations to the Board for approving or denying a request. Usually a request is not completely denied, but more likely to be approved with modifications.
 - 1) 2105 Foxfire Drive: They would like to replace the roof with the same color that currently exists. G. DiStefano motions to approve, P. Gridley seconds, motion passes.
 - 2) 928 Allenvue Drive: They would like to replace the second story windows. D. Wallet motions to approve if the work is done by a licensed and bonded contractor, D. Wenthe seconds, B. Stump and P. Gridley oppose, motion passed by majority vote.
 - 3) 526 Allenvue Drive: They would like to turn back porch into a 3-season room, similar to what was approved at 600, 602, and 604 Allenvue Drive. D. Wallet motions to approve with the work being done by a licensed and bonded contractor, G. DiStefano seconds, B. Stump and P. Gridley oppose, motion passed by majority vote.

b. Recreation – G. DiStefano

- i. Yard sale will be Saturday, May 18th with the rain date Saturday, May 25th. J. Davis will submit advertisements to The Patriot News, The Guide, and Craigslist.

c. Nominating – none

d. Audit – none

e. Budget – none

f. Maintenance – P. Gridley

- i. A resident shared an idea with P. Gridley regarding a virtual toolshed which would allow residents to list what tools they have available for others to borrow. D. Herman suggested doing this through the Facebook page or starting a separate Facebook page.

g. Publicity – B. Stump

- i. The format for the Allen Views will be in a pamphlet style to allow for mailing. B. Stump will email the newest issue to J. Davis.

h. Gardening – none

10. Manager's Report – J. Davis

- a. Resale certificates were issued for 514 Allenvue, 524 Allenvue, 538 Allenvue, 770 Allenvue, and 2110 Beacon Circle.
- b. 900, 902, 904 Allenvue and the common area between 760 and 616 Allenvue are experiencing drainage and water problems. P. Gridley and the maintenance committee are aware of the problem and will look into ways to resolve the issues.
- c. A utility trailer belonging to 756 Allenvue has been parked in the parking lot, violating the Covenants and Restrictions. J. Davis will issue a letter.
- d. The overflow parking in the 900 section continues to be an issue with homeowners leaving vehicles for an extended time in the parking spots. One homeowner asked about adding something to the Covenants and Restrictions about the visitor parking area, but the Board does not have the authority to make changes to the C&R's.
- e. The vinyl fence in front of 770 Allenvue Drive is in need of repair, which the maintenance committee is aware of.
- f. The rear courtyard fence at 719 Allenvue Drive is dilapidated and the homeowner inquired about the procedure for repair. The homeowner will need to submit an ACC request to repair the fence.
- g. A complaint was made regarding containers stored in the front of 736 and 740 Allenvue Drive. J. Davis will send letters.

11. Other Business

- a. 330 Wister Circle:
 - D. Herman will give the attorney a copy of the letter from Upper Allen Township.
 - P. Gridley believes the Board has done everything they can.
 - D. Herman states it is a private property so the Association has limited authority unless we are willing to move to a condemnation process because fining is not going to resolve the issue. It has been unoccupied for over three years and there are multiple issues. The township has to take the lead because they are the ones who have the codes to enforce, the Association does not. We will see what the attorney says about working with the township.
 - D. Wallet said an injunction action to bring her to court may get her to comply. We do not want condemnation. We could spend large amounts for legal fees that we may not be able to get back. We need to see what options we have from the lawyer and what would be the cost.

12. Meeting Adjourned: 8:10 PM, March 26, 2013.

Next Meeting: April 23, 2013 at 6:30 PM in the Messiah Village Board Room

Submitted by: J. Davis