

**ALLENVIEW HOMEOWNERS' ASSOCIATION (AHOA)**  
**ANNUAL MEETING**  
**February 16, 2016**

**ATTENDING:**

In person (28 homeowners):

Karen Traino, Brad Stump, Margaret Kelly, Kim Deiter-James, Linda Echard, John Rieman, Debra Wallet, Don Steiner, Jessica Miller, Susan Bolash, Roni Collier, Lori Caffarella, Jill McCabe, Dave Wenthe, Bobby Nace, Gina DiStefano, Charles Honeywell, Jenny Dose, Lisa Carelli, Bob Bagin, Thomas Kempf, Joan Stokes, Lynelle van Jaarsveldt, Elizabeth Leslie, Gerald Fritz, Clyde Ross, Brianne Stevens, David Hawkins

By proxy (60 cards):

Brad Williams, Teri LeForge, Patricia Lein, Jon Forry, Rose Marsicano, Craig Warner, Carl Poffenberger, Benda Chronister, Lita Godoy, Brenda Salyer, Rochelle Richard, Cyan Bender-Exley, Nicholas Farrell, Joseph Poboy, Holly Gossage, Barbara Olsen, Cindy Engard, Diana Pegg, O. Dale Wologemuth (2 properties), Heidi Knaub, Robert Speidel, Shannon Walko, Elizabeth Harner, Rebecca Boyle, Patricia Sabo, Shannon Manges, Julianna Puliti, Nicole Bedard, Jacqueline Greider, Therese Keller, Robert Anderson, Brett Lechthaler, Louise Lauffer, Betty Dick (3 properties), Pamela Thomas, Thomas Greene, James Klopp, Jonathan Hershey, Marleen Karns, Gayle Fugate, John Sincavage, Alice Creager, Timothy Drazba, Mary Ann Vespignani, Rene McComas, Bryden McCurdy, Matthew Wieseman, Karen Pardoe, Suzanne Souder, Randy Yinger, Monica Burgett, Timothy Hojnicky, Lyn Dorsey, Rob Grohman, Christopher Hummel, Christopher Eppig, Nicholas Farrell

**Quorum of 88 reached with 88 voting members**

Proxy Cards received, but not included in quorum because designated homeowner was not present: Lawrence Edwards

**CALL TO ORDER:** Meeting called to order by B. Stump at 7:06 PM, in the Community Room at Messiah Village. B. Stump introduced Board members.

**OPENING COMMENTS:**

G. DiStefano gave the results of the 2016 Board Election:

There were three open spots and four nominations. The three nominees with the highest votes will fill the available 3-year term positions.

3-year term: Jon Forry (68 votes), Brad Stump (63 votes), Bryan Simmons (57 votes)

Not elected: Drew Soisson (32 votes)

There were no write-in votes.

77 ballots were received.

A draft of the minutes from the February 17, 2015 annual meeting was provided for homeowners to review.

Motion to approve the 2015 minutes by Dave Wenthe, seconded by John Rieman.

Motion is carried with all in favor. The 2015 annual meeting minutes are approved.

**2015 COMMITTEE REPORTS & ACCOMPLISHMENTS:**

*D. Wallet, Architectural Control Committee (ACC):*

D. Wallet thanked and recognized her committee. The ACC meets the Monday one week before the Board meeting. The ACC acted upon 32 requests. Most requests were easy, such as replacement of doors or windows. Very few were any kind of major change, particularly to the townhomes. Virtually all requests were approved. Some requests were approved with minor modifications. There were some landscaping issues. If you want changes to landscaping, request what you

want to remove and what you want to replace it with that way it can be approved in one action. D. Wallet thanked the committee members: Linda Echard, Marie Clark, Joan Stokes, Brad Stump, Lori Caffarella, Jill McCabe, Bobby Nace, and Vicki Strawn. Remember that any change to the outside of your house does require ACC approval and no work can be done until an official letter of approval is received. The ACC does have an expedited procedure in place for some things like identical replacement of doors and windows. There are also standards for things like decks, fences, and satellite dishes. Questions should be directed to the association manager.

*B. Stump, Maintenance Committee:*

The parking lot for townhomes 450-470, across from the pool, was resurfaced. Good's Tree care did extensive work throughout the development. The maintenance committee will talk with Goods about coming out twice per year rather than just in the fall. Regarding the removal of the snow after the blizzard, Shope's worked hard to find a company willing to bring in a backhoe to help. Shope's also handles the lawn care and landscaping. Shope's is willing to work with the maintenance committee to resolve any issues, so please contact the manager if you have any concerns. Looking ahead to 2016, another parking lot will need to be resurfaced in the 600s. There will also be line and number painting done in several parking areas. Goods will come out to look at trimming trees and planting trees where some were removed. The maintenance committee will also look at repairing concrete.

*G. DiStefano, Nominating and Pool Manager:*

The nominating committee handles the elections (as reported in the Opening Comments).

Each year, umbrellas are purchased for the pool in bulk to replace as needed. For the upcoming season, lighting will be put in near the pool house for evening functions. There are three returning guards, but G. DiStefano is looking to hire several more. Lifeguards must be at least fifteen-years-old and certified. Guards will be asked to enforce running in the pool area because it is a safety concern with young children. Please let Gina know of any concerns, which she will address. Whether there are adults who want to swim or not, it is mandatory for the lifeguards to do adult swim every hour in order to get a break. Pool hours are subject to close due to poor weather or no attendance at the pool. There is an Allenvue Facebook page. Gina can be contacted through that page by sending her a private message.

*K. Deiter-James, Recreation Committee:*

In 2015 a yard sale was held for the neighborhood, which will be done again this year. A pool party was not held due to lack of interest. There may be a spring event held to pull the neighborhood together. The committee is open to any ideas to get people more involved.

*J. Miller, Publicity Committee:*

Newsletters are distributed quarterly and contain information about neighborhood events and reminders to residents. If you have anything you would like to include in a newsletter, please contact the manager. The next newsletter will highlight pool and recreation committee information. Some other items that will be included in future newsletters: township information (brush and leaf pick-up), reminding people to drive slowly through the neighborhood, and the Upper Allen Police non-emergency number.

*L. Echard, Gardening Committee:*

Linda worked out the details of the Sponsor-a-Tree program for the wooded area by the pool. That area is thinning out and the idea was to have a person or group of people purchase a tree in memory or honor of someone. L. Echard worked with Black Landscape and the best size would be a tree with a 2/2.5" diameter trunk. They would also provide a watering service, which would help the tree last and thrive. There is also an option to purchase a memorial plaque to put at the base of the tree. The cost is about \$400 for a tree. It would be nice to plant multiple trees at once in order to have them on the same watering schedule. Another idea for the gardening committee is to plant annual flowers at some of the islands. However, it would mean people would have to get involved to help water and care for the flowers.

*M. Kelly on behalf of B. Dick, Budget Committee:*

The proposed budget shows an increase in the snow budget. There will be an increase in dues for both the single family homes and the townhomes. 2016 will see some concrete expenses as well as paving and line/number painting expenses, making it necessary to raise the dues.

**GENERAL BUDGET:**

The general budget covers all owners (townhome and single family).

Motion to approve the general budget by M. Kelly, seconded by J. Rieman.

Motion is carried with majority in favor, two opposed. The general budget is approved.

**TOWNHOUSE BUDGET:**

Motion to approve the townhouse budget by M. Kelly seconded by L. Caffarella.

Questions were taken regarding the general maintenance and budgeted amount for tree care. A large amount of tree work was done in 2015, so minimal work should be done in 2016. Good's will provide long-term care for the neighborhood, which has many older trees. Good's will walk the neighborhood and create a plan that includes work needing to be done, work that should be done, and work that can wait. The amount that is budgeted will be used. Common area tree care falls under general maintenance. There was concern expressed with single family homes not complying with the township regulation for clearance over sidewalks. The association can send reminders, which ACC did, but the association cannot enforce township code.

Motion is carried with all in favor. The townhouse budget is approved.

**HOMEOWNER CONCERNS AND QUESTIONS:**

Bobby Nace (936 Allenvue Drive) – There is concern about the retention pond off Hertzler Road near my house with water laying in there, causing a bad mosquito problem. How can we get on the list for spraying?

*John Rieman explained the Cumberland County Vector Program will inspect the holding ponds. J. Davis will get in touch with them.*

Lori Caffarella (542 Allenvue Drive) – What is the status of getting signs at each entrance to share information?

*L. Echard looked into the idea. A weatherproof, brushed aluminum frame that would hold a blackboard underneath with changeable letters under glass with a lock was quite expensive. There were also concerns regarding keeping up with changing the messages, vandalism, etc. The idea to advertise events, meetings, etc. is a good one. The idea will be revisited.*

Lori Caffarella (542 Allenvue Drive) – Who is supposed to be using the overflow parking spots? The understanding was that it was for visitors, but there is a neighbor who does not use her garage or driveway and instead uses an overflow parking space.

*Those particular townhomes have their garage and driveway for their two parking spaces. It is an enforcement issue. Homeowners should try to communicate with one another. A suggestion was made to label the spaces "visitor."*

Elizabeth Leslie (760 Allenvue Drive) – Is there an issue with where to put snow when it is removed? Can areas be designated for removed snow, such as visitor parking areas?

*It can be a problem to find places to put the removed snow. The park can be used, if needed, but it would be expensive to haul the snow to the park. It is better to put it in the overflow parking areas. If someone is seen parking there, kindly let them know they need to keep the space open. The residents worked to help one another and a thank you will be placed in the next newsletter. The updates provided by B. Stump were greatly appreciated.*

Clyde Ross, (636 Allenvue Drive) – Many fences were damaged during snow storm and the clean-up after the storm. *The damaged fences and shrubs will be taken care of in the spring. Contact the manager if you have any problems.*

Lynelle van Jaarsveldt (2110 Beacon Circle) – Explain what is going into the legal category and why has the budget amount doubled?

*The association is in the process of collecting past dues. When someone is behind in dues, the association files an action to collect the dues. The attorney is paid up front, but the association hopes to collect the attorney fees when a judgement is received. The association has to front the money, which is why it has to be budgeted. There is a time lag.*

Gerald Fritz (516 Allenvue Drive) – When a home is sold, is the association first in line for owed money?

*Yes, unless there is a bankruptcy. When a house is sold, outstanding dues are paid before the house is transferred. In the case of a bankruptcy, there is a limited number of months that can be collected.*

David Hawkins (2302 Foxfire Circle) – What is the basis for litigation for dues and what is the amount? When do we recover the legal fees and is that reflected in the budget?

*A homeowner feels they are not responsible for paying the dues and are fighting the collection of the dues. The litigation is in the beginning stages of the process. The amount is between five and ten thousand dollars. We front the legal fees, but they are recovered and go to the association, however there is a lag time between fronting the fees and recovering them. The budget might be lower next year to show recovered fees. The budget is just an estimate of what will be spent. The fees will be attributed to an expense in the budget.*

Gerald Fritz (516 Allenvue Drive) – The money that is in arrears, offsets the budget.

*If everyone would please help spread the word that the day of not paying dues is gone. We expect to proceed against anyone who is behind.*

Lisa Carelli (625 Allenvue Drive) – Why was it let go for so long? Shouldn't it have always been enforced?

*The past attorney was not aggressive enough, but the new attorney has been and specializes in this.*

Motion to adjourn was made by G. DiStefano and seconded by J. Rieman.

The meeting adjourned at 8:19 PM, February 16, 2016.

*Submitted by J. Davis*