

ALLENVIEW HOMEOWNERS' ASSOCIATION (AHOA)
ANNUAL MEETING
February 21, 2017

ATTENDING:

In person (40): Brad Stump, Meg Kelly, Lori Caffarella, Roni Collier, John and Karen Burleson, Gregory Bowden, Linda Echard, Thomas Kempf, Susan Lutz, Angel and Sandy Dejesus, Gina DiStefano, John "Jack" Rieman, Henry Killick, Kim James, Marie Clark, Jill McCabe, Robert Grohman, Tom and Kim Schell, Daniel Inouye, Marilyn and Clyde Ross, Patrick Crowell, Susan Herman, Nathan Gossage, Joe Marcin (4), Joan Stokes, Barbara Nace, Anastasia Polillo, Patricia Connolly, Stephen Kline, Arlene and Bob Bagin, Debra Wallet, Lynelle van Jaarsveldt, Jessica Miller, Karen Traino, Marleen and Scott Karns, Elizabeth Leslie, David Dunn

By proxy (59): Lyn Dorsey, Carol Burgess Kelley, James Klopp, Brianne Stevens, Alice Creager, J. Daniel Frost, O. Dale Wolgemuth (2), Gayle Fugate, Rochelle Richard, Roxana and Brad Williams, Joel Wasson, Patricia Lein, Jack Shatzer, Deb Chehovin, Teri LeForge, Pamela Thomas, James Walker, Craig Warner, Diana Pegg, Mary Ann Vespignani, Suzanne Souder, Tara Hummel, Brenda Chronister, Jason Rehm, Betty Dick (3), Robert Anderson, Brett Lechthaler, Barbara Olsen, Patricia Sabo, Terry Keller, Shannon Walko, Joseph Poboy, Elizabeth Harner, Cindy Engard, Heidi Knub, Miriam Smith, Katie Broeg, Lawrence Edward, Rose Marsicano, Bryan Simmons, Anastasia Hojnicky, Monica Burgett, Norma Moritz, Nicole Bedard, Cyan Bender-Exley, Benda Salyer, Jonathan Forry, Thomas Painter, David Wenthe, Bryden McCurdy, Rene Wood, Jacqueline Greider, Donna Peters, Barbara Ann Showers, Louise Lauffer, Matthew Wieseman

Quorum of 88 reached with 99 voting members

CALL TO ORDER: Meeting called to order by B. Stump at 7:09 PM, in the Community Room at Messiah Village. B. Stump introduced Board members. B. Stump also recognized G. DiStefano and D. Wallet for their many years of service.

OPENING COMMENTS:

G. DiStefano gave the results of the 2017 Board Election:

There were four open spots and four nominations. The three nominees with the highest votes will fill the available 3-year term positions. The remaining nominee will fill the available 2-year term position.

3-year term: Gregory Bowden (78 votes), John Burleson (78 votes), Joshua Houseal (73 votes)

2-year term: Robert Grohman (56 votes)

There were write-in votes for Don Steiner, Jon Forry, Debra Wallet, and Gina DiStefano (each receiving 1 vote) 92 ballots were received.

A draft of the minutes from the February 16, 2016 annual meeting was provided for homeowners to review.

Motion to approve the 2016 minutes by J. Rieman, seconded by L. Caffarella.

Motion is carried with all in favor. The 2016 annual meeting minutes are approved.

2016 COMMITTEE REPORTS & ACCOMPLISHMENTS:

D. Wallet and L. Echard, Architectural Control Committee (ACC):

The committee met ten times in 2016. They meet the Monday, one week before the board meeting. In 2016 the ACC acted upon 30 requests. The ACC expedites identical replacements as well as emergency situations. Virtually all requests were approved and some were approved with modification. D. Wallet thanked L. Echard for stepping up and taking over many responsibilities. D. Wallet also thanked her loyal committee for their time and recognized each member. Homeowners were reminded that there are standard specs for fences, satellite dishes, decks, garage doors, and storm doors. If a homeowner is interested in replacing those items, be sure to follow the standard specs in order to be approved. Any changes, including landscaping changes, require an ACC request form to be completed. The form can be found on

the website. No work is to be done until you receive approval of your request. D. Wallet thanked homeowners for their cooperation and stated that after 31 years on the board, it is time to “pass the baton on to other people.” The ACC is there to protect home values and to keep the neighborhood looking good. While some might perceive them as picky, they care about the neighborhood and work in everyone’s best interest.

Clyde Ross, 636 Allenview Drive, spoke to homeowners to recognize D. Wallet. He served on the board with D. Wallet and shared her impact on the Allenview community. Mr. Ross expressed sincere thanks and best wishes for the exceptional job that D. Wallet has done and moved to recognize her accomplishments, seconded by G. DiStefano. Motion is carried with all in favor.

B. Stump, Maintenance Committee:

Paving was done and potholes were fixed. L. Echard worked with B. Stump on the maintenance committee. There is one more lot that will need to be completed and then the maintenance committee will look to see if any other lots need to be done. Line painting was done in 2016 and the committee hopes to put that on a painting rotation schedule so that lines remain visible. Good’s Tree Service will continue to provide trimming and pruning in the fall. Shope’s will continue to provide lawncare and snow removal services.

L. Echard clarified that Good’s is used for long-term maintenance throughout the neighborhood. For unexpected items, such as a tree uprooted by high winds, Lenk’s Tree Service will take care of immediate needs and concerns.

G. DiStefano, Nominating Committee and Pool Manager:

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

160 pool cards were issued in 2016. G. DiStefano is currently hiring lifeguards. This will be her last year as pool manager. It will also be the last year for E. Davis as assistant pool manager.

Stephen Kline, 846 Allenview Drive, asked for clarification on the number of cards. G. DiStefano stated it is one per household, so the 160 cards represent 160 households.

Anastasia Polillo, 832 Allenview Drive, asked if lifeguards must live in Allenview and G. DiStefano stated they do not.

K. James, Recreation Committee:

Attendance has been dropping for the annual community pool party, so the Recreation Committee decided to hold a fall festival. There was a great turnout by residents. The activity will be held again, but volunteers are always needed for such a big event.

J. Miller, Publicity Committee:

The newsletter comes out quarterly and is made up of articles from the Board or information from residents that they want conveyed. J. Miller has finished her term and M. Kelly will be taking over the newsletter. Email if you have information you would like included.

L. Echard on behalf of B. Simmons, Budget Committee:

B. Simmons has been working with the new accounting firm, Kostukovich Financial Group, LLC. The accounting firm is working to make the breakdown of expenses more organized and clear to everyone. The new firm has been very accommodating.

B. Stump stated the new firm is looking to implement online payments in the future, but there are many things to consider and have in place before that can happen.

David Dunn, 329 Allenvue Drive, asked if the Association has ever considered using a property management company. G. DiStefano said it was looked into, but it would cost 10% of every household off the top and that would mean an increase in dues. G. DiStefano also stated that a property management company lacks the personal touch the HOA is looking for.

Mr. Dunn asked about capital expenditures and if an engineering study has been done in order to plan ahead for issues that occur in an aging neighborhood. L. Echard stated an engineering study was not done, but a parking lot study was done and that work was covered by dues. Mr. Dunn suggested Yingst Engineers for to assess and plot out what would need to be done in order to know what to charge in HOA fees so that special assessments would not be needed for unexpected items. He expressed concern with the upkeep of the neighborhood and stressed the importance of having some type of projection of expenses. Mr. Dunn discussed the exterior of the townhomes. B. Stump clarified that it is the homeowner's responsibility to maintain the exterior.

Marie Clark, 564 Allenvue Drive, mentioned large pipes in the drainage field that are tipped and rusted. Unsure if they are the Township or HOAs responsibility, it is something that needs to be addressed and is an example of what could be part of a study of things to be taken care of in the future.

Marleen Karns, 2305 Foxfire Circle, expressed concern about the electrical boxes along that sidewalk that have holes in them. Mrs. Karns stated it is a safety hazard, particularly for children.

Stephen Kline, 846 Allenvue Drive, stated he contacted the Township and several companies regarding the light green boxes and cannot find anyone willing to address the issue.

Jill McCabe, 562 Allenvue Drive, stated maybe it is time to raise the dues for the townhomes so that exterior issues such as siding and fencing could be taken care of. While it would be a monthly expense, it is something to consider in order to improve some of the concerns.

Marie Clark motions to look into having an engineering study done for long-term issues that are critical in an aging community, Kim James seconds, motion passes with all in favor.

GENERAL BUDGET:

The general budget covers all owners (townhome and single family). There is no increase in dues for 2017.

Motion to approve the general budget by G. DiStefano, seconded by C. Ross.

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

TOWNHOUSE BUDGET:

Motion to approve the townhouse budget by G. DiStefano, seconded by M. Kelly.

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

HOMEOWNER CONCERNS AND QUESTIONS:

Marie Clark (564 Allenvue Drive) – There is concern about smoking in the pool area and playground because of children that might be around. Ms. Clark motions to put a sign at the pool stating there is no smoking in the pool area, J. Miller seconds.

There was a discussion about putting a sign at the pool, but concern was expressed about teenage lifeguards enforcing the policy. Karen Traino, 780 Allenvue Drive, objected to the idea because as a smoker she cleans up after herself and makes it a point to stay away from others when smoking. She does not feel that should be regulated. Ms. Clark clarified that the concern is not littering, but the second-hand smoke. Arlene Bagin, 2114 Foxfire Drive, stated that homeowners can go to an area away from others and that outside, it does not have an impact on people. Lynelle van Jaarsveldt, 2110 Beacon Circle, stated while it is her personal preference to be away from smoking, she has never observed it as a problem and does

not seem like something to impose upon people. There could be something in the newsletter about asking smokers to be courteous especially if children are around. Nathan Gossage, 458 Allenvue Drive, has a son who lifeguards at the pool. Mr. Gossage stated that it is very difficult for a young person to enforce a policy with an adult, especially if an adult does not receive it well.

A vote was taken on the motion made by Marie Clark to put a sign at the pool stating there is not smoking in the pool area, seconded by Jessica Miller. The motion does not pass with the majority opposed, 7 in favor, and 5 abstaining.

Patrick Crowell (632 Allenvue Drive) – After the snow removal in the areas around the townhouses, the nonpermanent curbs are damaged. Will those be repaired?

Each year this occurs. Once the chance of snow is gone, Shope's will reset the curbs. The Maintenance Committee looked into poured curbing, but decided against it because of cost. Macadam curbing holds up better in some areas. That might get done when a lot is resurfaced, but it is difficult to find someone to do those pieces.

Stephen Kline (846 Allenvue Drive) – In reading the minutes about collecting fines and resale certificate fees, will the system with the new accounting firm increase transparency for where that money is disbursed?

The accountant is working on a system that is easier to understand and shows those types of things.

Clyde Ross (636 Allenvue Drive) – How are things going with the collection of outstanding dues?

The attorney has been working to collect the largest amounts first. Over this past year, it has been about \$30,000. It is a long process, but continues to move along and the amount owed is diminishing.

Marie Clark (564 Allenvue Drive) – Is there a correlation between those people who owe dues and those who are not maintaining their home?

That is not known, but the assumption would be that there is some type of correlation.

David Dunn (329 Allenvue Drive) – What is the percentage of rentals in the neighborhood?

There are 291 properties and 22% are rentals. The Board has discussed putting a cap on the number of rental properties. The concern is to change the C&Rs it would take getting 2/3 of the homeowners to vote.

Lynelle van Jaarsveldt (2110 Beacon Circle) – In addition to trying to rewrite the C&Rs, will there be a new handbook? Something more accessible is needed because it is daunting to a new homeowner to look through the current information. A new handbook would provide clarity to homeowners and allow them to see what they are agreeing to when moving in. *The handbook is something that was used in the past and it would be a good idea to revisit and create a basic list for homeowners. Volunteers will be needed to work on revising the C&Rs and creating a handbook. The attorney will provide a template for the C&Rs.*

David Dunn (329 Allenvue Drive) – What amount is in capital reserves?

It depends on what is meant by "capital reserves." There is a specific capital reserve fund, which is what initiation fees go into, that can only be used for building something new; it cannot be used for maintenance. The HOA does have more in the bank than what is budgeted, so there are some additional reserves that could be spent, but it is important to leave a cushion.

Motion to adjourn was made by G. DiStefano and seconded by M. Clark.

The meeting adjourned at 8:23 PM, February 21, 2017.

Submitted by J. Davis