

VBHA MEETING MINUTES

Valleybrook Homeowners Association

Monthly Membership Meeting June 8, 2021

Call to order 7:05 PM

1. Board attendees named and total number in attendance:

<input checked="" type="checkbox"/> Justin Buccilli (President)	<input checked="" type="checkbox"/> Aldo Cardoni (Vice-President)
<input checked="" type="checkbox"/> Joseph Ghobreyal (Treasurer)	<input checked="" type="checkbox"/> Janet Maffei (Secretary)
<input checked="" type="checkbox"/> George Kuney (Director of Architecture)	<input checked="" type="checkbox"/> Andy Zachar (Director of Facilities)
<input checked="" type="checkbox"/> Jim Holt (Director of Operations)	5 Valleybrook homeowners

Board of Directors: ☒ Present ☐ Absent

2. Approval of minutes

VBHA community meeting held in the clubhouse. Board provided May 2021 minutes via email to community to discuss. All attendees had the opportunity to review and ask questions. Motion to approve, unanimously passed.

3. Reports

President's Report

- Sewer Pipe Repairs Update
 - a) KBX Golden is continuing to work on the pipe repairs. Three repairs that required excavation have already been completed. There is one remaining repair that will require excavation in a relatively small area that is scheduled to get done in a few weeks. They are currently working on the next phase of the repairs which is the root cutting where infiltrations or intrusions have occurred. They are continuing to work through that for a couple of weeks, there are a lot of them. The final phase is in- pipe repairs and grouting to fix some minor offsets. It's not a complete break of the pipe, the ground shifted, or something moved it, but they can go in with a little camera, slide a sleeve to realign it and then grout around it, pull the sleeve out and that re-secures the pipe in a straight line.
 - b) KBX Golden continued to do the monthly maintenance for May and was completed at the end of the month. With the remaining pipe repairs being completed alongside the routine monthly maintenance, we're hopefully staying ahead of any potential issues in a proactive fashion rather than reacting to them after the fact.
- Sewer Plant Upgrade Update
 - I spoke with Walt Fazler yesterday and the final proposals are almost complete. The only pricing they're waiting on are from the excavation company and the electricians. Once we have all the updated quotes, they

will finalize the proposals, forward them to the Board for discussion, and we'll make a decision as soon as possible to go ahead and move forward. Once that decision is made on a layout and the contractors performing the work, several steps need to occur before construction can begin. The final plan must be approved by the Borough, and they have up to 60 days to issue that response. The final plan must also be approved by the Pennsylvania Department Environmental Protection and DEP has up to 120 days to respond to that proposal. Unfortunately, this is not concurrent with the Borough timeframe as I was originally informed. The Borough has to sign off before the plan can even be forwarded to the DEP. I apologize for that confusion, I was only relaying what was told to me and then that information was corrected and now it's accurate. Once all that red tape is dealt with and everything is approved by the relevant parties, we can begin construction. The time frame from start of construction to completion of a fully functional wastewater treatment plant is about 3 months. Accounting for, hopefully, both entities not taking the full amount of time and potential weather delays and anything else that could get in the way of a construction project of that magnitude, we hope to have the entire project completed by the end of February 2022.

- Litigation Updates

The HOA has filed a civil complaint against a homeowner whose balance had exceeded the \$1000 threshold and who had not entered into a payment agreement with the Board. We received notice today that the court date for that case is July 9th. The person will be served the complaint and the hope is they bring their account up to date so we can avoid court. If not, I'll be in court that day we'll get a judgement and go from there. There are two accounts that are above the threshold that have appeared to violate their existing payment agreements. In the interest of fairness and to keep it uniform across the board, I don't think the Board has much choice but to file civil complaints against them as well for being in violation of the agreement. The Board will discuss that after the meeting this evening but that would be where I would lean on it.

- Shed survey Results

- a) The results of the survey to gauge community interest in the Board reviewing the current shed specifications to potentially add additional options are now available. We received 74 valid votes after vetting. Of the 74, 51 votes for yes, they would like the Board to consider that. 16 votes were maybe, depending on the parameters and 7 votes were no, please leave the specs as is. As most of the votes received indicated a desire for the Board to review the specifications, look at some potential additions, we will move forward with those discussions as it relates to size, type, color and placement of any options over and above the existing specification. Please note that the survey was only to review the thing it was not an indication to go ahead and just put a shed somewhere. Wait until the specifications are discussed and approved by the Board. Communication will go out relaying all that information. You can submit an architectural application form with the new specifications. If you want to do it based on the current specifications, you're good to go on that, just submit an architectural form for approval.

Resident asked if there would be some sort of answer by the next meeting. *Board responded yes.*

Resident asked if a violation wasn't received before, (audio indistinct) can they assume the shed is ok? *Board response was no, because they should have been. If they're not attached to the wall as they are now, they are technically in violation of the current specification. The issue we had was that a prior Board didn't enforce it so now you have people that have sheds off their patio, off their deck, some have them on common ground in the woods and they shouldn't be there. The current specs say the shed has to be attached to your divider wall. We have to figure out, as a Board, what we're going to do about the people that are currently in violation of the spec because again, if other Boards approved them that's one thing but they shouldn't have been approved. Board also stated if they did approve*

them and you have an architectural form that it was approved, let us know so it's not a violation. Short of an approval, we are within rights to make them adhere to the current specifications.

Vice President's Report

- Lighting and Security

I was able to secure the four proposals as of tonight's meeting so hopefully, after tonight's meeting, we'll be discussing those proposals and if everything goes right, we will hopefully move forward and get a contract signed.

Treasurer's Report

- Financial Update

- a) Total income for May 2021- \$57,374.51, decreased from previous month
- b) Total expenses for May 2021- \$58,590.51, increased from previous month
- c) Net income for May 2021- minus \$1,416.01 - \$11,300.00 bills, \$22,767.00 sewer
- d) Total aging for June 2021- \$12,649.36
- e) Total cash for May 2021- \$1,578,166.81, decreased from previous month

If you are close to the \$1000.00 threshold, (for HOA fees), please contact us or unfortunately we will have to go to legal. I will not run after anyone. Everyone knows if they have paid. If you haven't received your statement, please let us know. Contact vbhtreasurer@gmail.com. We can enter into an agreement, we can see the best fit for you.

At our next meeting we will be discussing our mid-year budget to see exactly where we are and where we are going. Also, we are going to discuss our monthly HOA fees and where we stand exactly regarding this. We're going to see what options we have. If you all remember, we had a discussion before about the Capital One business line of credit. After we got initial approval and sent everything to our lawyer for a legal point of view, it was not recommended. I will explain more at our next meeting. I'm hoping we have a lot of homeowners here so we can have an open and clear discussion to see exactly what our options will be. It is a very important meeting. We will have a projector so everyone can see where we are and where we are going.

Secretary's Report

- July 4th Weekend

We're planning on having a community barbecue and Justin, as he did two years ago, has volunteered to do the grilling. We're going to have a sign-up in case anyone would like to bring any side dishes or desserts. We will probably provide some too, but if anyone would like to bring a dessert or side, we will email a sign up. The plan is to do it on Saturday, July 3rd and we don't have a rain date yet, hopefully it won't rain.

- Speed Limit is 15 MPH

The speed limit throughout Valleybrook is 15 mph. I see people speeding through here. There are children playing outside, school will be out soon, and we'll have more children riding bikes and riding scooters, basketballs are always rolling off the basketball court and the kids are running onto Bishops chasing basketballs and don't look for cars. **Please slow down and watch out for the children.**

- Please Clean Up

The kids come and play, they leave clothing, they leave lots of bottles as Tara (clubhouse manager) can attest to because Tara is the one that ends up going around and cleaning everything up. There are a lot of bottles, there's a lot of trash out there on the basketball court. Please ask your children to clean up after themselves. We also have a lot of people outside of Valleybrook playing basketball here and leaving their trash. Sign haven't seemed to help. At the playground also, there has been a lot of trash, a lot of parents go there with their children, so hopefully they can be more aware and clean up after the children or have the children clean up. *Comment that part of the problem is some parents don't go to the playground with their kids.*

Thank you to all who clean up after their pets! Please use the waste stations for disposing of pet waste bags. We have three waste stations. One is right here at the beginning of the dog walk just past the pool. We have another near the end of the dog walk across from the playground and a third one on Kings Drive. Please do not use the trash cans at the clubhouse, pool area or the trash can at the playground. We are beginning to rent the clubhouse again, residents are using the pool and children are playing at the playground and waste bags should not be disposed of in those areas. *Also, please do not dispose of waste bags in the storm drains or your neighbor's trash can. Please make sure the bag is closed before putting in the can at the waste station. The waste stations are constantly checked for clean bags and refilled when necessary.* **Again, thank you to all who clean up after their pets!**

Board member added with all the people playing on the Basketball court, the trash cans are cute but not super functional. We need bigger trash cans.

Director of Architecture

- Architectural Applications

- a) #21- storm door
- b) #262- door paint
- c) #84- divider wall
- d) 4 more pending, this month was light on architectural applications. I'm expecting a lot more from the periodic inspections that were sent out. Please get that stuff done, don't wait until the last minute.

- Swale

The swale project behind court number one is complete. I was out there the last time it was raining pretty good, it seemed to be doing the job perfectly. There was no water gathering or rolling from the common area to the houses. It seemed to be working really well, looks good.

Homeowner asked about houses that haven't had siding installed on the backs of their townhomes and if they did it themselves, would they get reimbursed. Board responded one of the issues is that the houses that have not had their siding replaced on the rear, so, the ones that face Llewelyn, the ones that face Bodley, the ones that face Bishops, those were done twice with the cedar shake each of the times, most recently, I think in 1999ish. The other houses that don't fall into that category, were done once, so, when the other categories were done the second time with vinyl, now everybody's gotten their rears replaced twice. What's always been a matter of some discussion is if we do it for the rows that face outward to the various roads, they will have gotten it three times and everyone else only got it twice. So, it becomes a question possibly being inequitable on that. Having said that, it's still a discussion the Board has had. We haven't really come to a solution yet because we're trying to navigate that three times versus two times inequity. Board member commented one big benefit of going to the synthetic vinyl vs the cedar shake is the life span of it, it's supposed to be a lot longer. Whether it's done once or twice over a long period of time becomes irrelevant because once it's done with the synthetic, it has a thirty-year lifespan. The benefit of getting it done in all vinyl is it's not going to cost us to

replace it as often, considering it's a once and done kind of scenario. Board member commented siding, like replacing the roof, materials are not readily available since the pandemic and the pricing is through the roof. Board member commented that with the limited supply of siding for individuals doing their privacy walls, there is a slight shading difference. We are in the process of contacting manufacturers. Board member stated we have discussed this as a possible 2021 project but have pushed it to 2022 due to the expense of the sewer project.

Director of Facilities

- Pool
 - a) The pool has been open a couple days now, we've had a good crowd. One of the things we're looking into is the pool furniture. The furniture has been locked up in the room since Labor Day 2019. We will reevaluate what needs to be replaced, if at all, how much, that kind of thing. We want to give Mother Nature a chance to get it cleaned off. As you can see out there, it's a lot of furniture. *The company we get the furniture from does re-strapping, if it's just a few, which is a lot cheaper.*
 - b) Pool guest passes- we're back to doing them again this year. There is a yellow single day guest pass for 2 guests for \$10. It's \$5 for 10 years of age or older, \$3 for under 10 years of age. Anything left over from one card can be carried over with the next card. Then, there is a pink season pass, good for one guest per day per household. The season pass is \$150. The logic is that if you are bringing any guest daily or every other day, instead of paying \$5 each time, the season pass is a better value.
 - c) A new pool card is **NOT** needed every year.
 - d) We have a history of landlords not passing along information. If a renter is coming for pool cards, they should bring a copy of their lease to ensure we have that information.
- Tree Work, Concrete Work, Blacktop Work, Basketball Court
 - a) We have a couple more trees to take care of. Don't expect Springfield Tree to be out here this week due to the weather forecast. They will be out soon.
 - b) We put this out on the HOA page, we are looking for interested contractors to do blacktop repairs in the community. Simple stuff like the cracks in the parking surfaces, small potholes here and there. For the basketball court, we're going to get a price for fixing the cracks, a price for a little more thorough repair and then a price on totally rebuilding the surface. It needs to be totally redone, it's a matter of when we can afford to. We'll get somebody to come out here and see what the three prices come back at. We'll see what we can budget and when, to get it taken care of.
 - c) We're also looking for a concrete guy. We had a couple squares of sidewalk get damaged in the sewer pipe repairs. They are being repaired as part of the sewer pipe repair. Then we have a few that need routine repair, none of them catastrophic.

Homeowner asked if there was a time frame when the tree company would be coming back. Homeowners have asked about projects that were to be done in the Spring and they were supposed to be coming back out. *Board member commented he had spoken with Keith and one of the projects he was coming out for is behind the row at the big hill, 246-258. There are about five trees that are dead. The big thing he expressed is he can't go out when the ground is soft from rain. The ground has to dry up. That situation delays him the most. Board member stated wasn't told about those trees, knew about trees behind 150 and 128. I can't schedule him to come out if you don't tell the guy who handles the trees. If you don't tell me about the trees, I can't schedule it. Email ybhinfo@gmail.com.*

Director of Operations Report

○ Parking Update

- a) I want to thank everyone who has updated their vehicles. All the stickers have gone out. We have 619 cars registered in the community. We still have 3% who have not returned their vehicle registration form, so we will put notes in the door. If they don't respond, we will need to figure out what we need to do.
- b) If you change your vehicles or get a rental, please let me know so I can keep track. Neighbors are calling so keep me in the loop and please keep yourself up to date.
- c) We're heading into nice weather so when your friends and families come over, please tell them to park on the island spots and not in front of the main rows of houses. I've had a number of calls from people who are complaining about visitors doing that.
- d) If you're doing a project around the house, and you're going to have a contractor come in with a trailer or truck with materials, please let me know so I can give them a call and let them know where they can park so I don't get calls from homeowners. Please give me a heads-up.
- e) One other thing I've gotten a number of calls for is that some people in the community still think they have a guaranteed right to park in front of their home. Please be aware that is not the case. The only spots that are fully designated are for handicapped spots for designated people. Work well with your neighbors and try to park decently instead of on an angle to save a space.
- f) If you have any questions, you can find all the parking information in 2.17-2.24.

5. Community Discussion:

Board member stated he wasn't here this past weekend but was told there were a lot of unrecognized guests at the pool. The lifeguards weren't taking pool passes, basically, it was a free-for-all.

Board member stated residents were told not to bother to sign in, just go ahead in the pool.

Homeowner commented residents swiping other people in as well as not signing in.

Board member stated we might need to address IM about this. We are paying them to manage the pool.

Homeowner stated that Joseph, Treasurer, wanted everyone in the community who could come to this next meeting to come because of the financial report. The only way that will happen, this summer, is if Zoom is offered as well as here. Don't know if that's possible, talked about jerry-rigging something here. Homeowner will be away and stated for sure, everyone won't attend meeting.

Homeowner asked if it's a presentation and not necessarily taking questions, can it be recorded and put in a space where people can access it.

Board member stated since joining the Board, we keep talking about very important subjects and finance is one of them, attendance is always very, very low and people complain they didn't pay attention to the minutes, they didn't see this before.

Board member commented this is second stint on the Board, when on the Board in 2011 and 2012, people knew November/December were the budget meetings. This place would have 80 people in it. People come when they want to come. We had 90+ people when there was a discussion with the sewer about Delcora, whether or not to tie in with Southwest or do it on our own. People have been here for those types of meetings. That's a little bit of history.

Resident asked if we had an automated chlorinator as lifeguards were adding chlorine to pool.

Board commented it was turned off.

Meeting adjourned 8:04 PM

Secretary		Date of approval