

VBHA MEETING MINUTES

Valleybrook Homeowner Association

Monthly Membership Meeting

October 8, 2019

Call to order 7:01 PM

Village of Valleybrook Homeowners Association Meeting was held at the clubhouse September 10, 2019.

1. Board Attendees Named and total number in attendance:

Board of Directors: Present Absent

<input checked="" type="checkbox"/> Kevin Diehl (President)	<input checked="" type="checkbox"/> Jim Holt (Vice-President)
<input checked="" type="checkbox"/> Joseph Ghobreyal (Treasurer)	<input checked="" type="checkbox"/> Aldo Cardoni (Director of Architecture)
<input checked="" type="checkbox"/> Justin Buccilli (Director of Facilities)	<input type="checkbox"/> Jess Ragni (Director of Operations)
<input checked="" type="checkbox"/> Janet Maffei (Secretary)	<i>8 Valleybrook homeowners/residents</i>

2. Approval of minutes

Board provided hard copies of the September 2019 minutes to discuss. All attendees had the opportunity to review and ask questions. Minutes were approved with no corrections.

3. Reports

President's Report

- I'll start by talking about the elections this month on the 22nd. Ballots are to be postmarked by October 15th. Members in good standing will have votes counted (don't forget to sign back of envelope-Justin). Andy and Matt are here -Speech? No speeches given. Cast your ballots and be involved.
- Updates: I've been talking to Matt Houtman, he's scheduled to meet with the landowner, Shisler, next week and talk about what can be done on that property to prevent the water from coming over in waterfalls and flowing into backyards. Goal is to talk with that landowner first, and after that, depending on what comes out of that, to make plans for that area to be taken care of, then the other area in the second court. Matt needs approval from the Chester Heights Board because he does work with the Chester Heights Council, he will be pursuing that next week. He said if he's not able that he has recommendations, that approval doesn't affect his work since he considers that community-wide and not specific to Valleybrook.
- Sewer update: DEP gave us word that no discharge changes are expected at the renewal of our permit. Good news for us cost-wise. They did inform us that upgrades need to be made in order to have the permit renewed. They did make it clear that they would prefer, all things equal, that we connect with Southwest, the environmental impact to consider. So, based on the study that's being finished up now, this is a rough

estimate, repairs to the sewer plant was \$250,000.00- \$300,000.00 which I think is good news compared to what it could be, frankly. We had set aside more than that. One shortcoming of our current plan is that there is no regular checking of our system inside the community. As it ages it's going to be imperative that someone come out quarterly or bi-annually or whatever's recommended to check our internal system. So that's going to be a cost also, but with Southwest, we were going to have to do that anyway because Southwest is not interested in taking over any of our internal thing so either plan has to be considered as well. Once we have the numbers entirely, we'll be able to share them out. As part of our contract with Bradford Engineering, they've agreed to come out to our Board meetings and that will be scheduled in November or December. That's my entire sewer update and my entire report.

Resident Comment: Who is the other position replacing?

Board Response (Kevin): Me. My position is up, I decided not to run. I have my mother struggling with Alzheimer's, I've been over there a lot and figured I should probably use my time there. I feel like I'm leaving with good relationships on the Board, no animosity or anything like that.

Resident Comment: The other thing with the sewer, we still haven't made a decision which way.

Board Response (Kevin): It will have to be a community-wide vote. So, the Board will have the option of how they want to present it to the community. The Board could present it as "here are the two options", or the Board could perhaps think that one option is more favorable and have everybody vote on that option first. Either way, there's going to be a community-wide vote.

Resident Comment: Will somebody come out and talk to us?

Board Response: Delcora had come out and talked with us, Bradford Engineering would come out, not at a separate meeting, it would just be attached to a community meeting. Walt Fazler, who's their main person that we worked with, would come out and talk to us, what he saw, what they did to study down there. I asked him if he could send me a preliminary number today, we had just gotten that information from the DEP.

Resident Comment: Have we commissioned anyone to do a camera study?

Board Response (Kevin): We have not had anyone do a camera study.

Resident Comment: Question about Aqua taking over Delcora.

Board Response (Kevin): Delcora structure is supposed to stay the same. I know the person that I was using as a point person is still in the same position based on conversations I had with him.

Resident Comment: How is our permit renewal because we don't have the same time frame we had?

Board Response (Kevin): Good question, so the permit renewal, we end up with Southwest, we can apply for a permit extension on that permit. I believe our permit is officially expired in May of 2020. So, if we were to work with Southwest, we have 180 days before the permit ends, we would submit a piece of paper essentially that says we want an extension on this permit. If we decide we're not going with Southwest, then we're not going to be able to apply for a permit extension. These fixes will have to be done prior to the end of May.

Resident Comment: Delcora came in and basically quoted ¾ of a million dollars, now saying \$200,000.00-\$300,000.00.

Board Response (Kevin): The Board was also convinced that this was not the answer. They had said that there would be some sort of discharge change and we would have to comply and come up to those standards. So, I think that's where the price difference comes in.

Resident Comment: The other thing I can encourage to the Board is to reach out. There's other package plans-Madison, Darlington Sewer Authority. They haven't come to Borough Council for any kind of consideration. What are they doing or what are they thinking of doing? Granted, they are newer plants.

Board Response (Justin): The person that's actually in charge of that with the management company is Andrea. I've reached out to her, we've been playing phone tag. I did specifically reach out to her to find out what they're doing.

Resident Comment: She's manager of the Association, Madison is in charge of the sewer plant. Darlington can say OK, somebody can tie in regardless of what Darlington Townhomes says because there's capacity. Delcora's saying Fox Valley is scrambling, we really didn't hear too many other people scrambling. Ours is around the 45 year mark and we kept asking Delcora what is ¾ of a million dollars going to buy us, how many years, they kept side-stepping that.

Board Response (Kevin): The DEP always says that the sewer system has reached it's useful life.

Board Response (Justin): I pulled 32 months of electronic discharge sent off to the DEP, most of our stuff is either well below or below the permit thresholds. One that seems to crop up routinely, slightly over in terms of milligrams is dissolved oxygen, that could lend itself to why it's not a huge number to get it up to spec. One time phosphorous was a little over, every now and then the pH creeps up. The big thing is without having to worry about changes to the parts per million.

Resident Comment: I don't want to get caught where we don't have the time to do the repairs and I know sometimes the DEP can be "we don't want to give you an extension or we don't want to renew your permit".

Board Response (Kevin): They were pretty clear that because they preferred Southwest they would extend the permit, if not working with Southwest it better be done.

Resident Comment: You haven't seen any foreseeable change because of Aqua/Delcora?

Board Response (Kevin): No. I talked to a person in permits and they didn't seem to think it would affect us in any way.

Resident Comment: The other thing is, Mike Ciocco is to do a sewer map of Chester Heights Borough, basically a comprehensive sewer map, our community is included in that.

Resident Comment: Larry, who does our Fire Station use? Larry responded "Southwest".

Resident Comment: What happens if we don't get the sewer up to date?

Resident Response/Board Comment (Larry/Kevin): We would basically have to have a truck haul away the waste every day, or basically shut down.

Board Response (Kevin): Any other questions or comments?

Vice President's Report

- With regard to our existing sewer plant, I had several calls during very humid weather concerning waste odor from the plant. I was able to get down there quickly and found the truck was cleaning out the system. That solved that problem real quickly.
- I've had six or seven issues with people parking without permits in front of houses or without permits in the islands. I ran their license plates through our database, and they aren't residents. I couldn't get a tow truck out

here to tow quick enough, but I have their numbers and if I see them again, I'll find out how we can stop them from parking in here.

- We had one issue with a non-handicapped car parked in a handicapped spot and we responded and solved that issue.

Resident Comment: Where did the parking offenses occur?

Board Response (Jim): I believe it's 178, two instances in the back court, one incident in front of 8 or 9, some in the grassy knoll court and in the tot lot court.

Resident Comment: What is someone supposed to do if someone is parked in the handicapped spot? Do they call the clubhouse?

Board Response (Kevin): So, because the clubhouse is unmanned, if you want a quick response, I would say email vbhinfo@gmail.com. Based on what fair housing has told us, if somebody comes to us with an issue with a handicapped spot, we have a certain amount of time to make sure they're aware of it. You can count on a swift reply, they'll be given top priority.

Resident Comment: What happens if somebody has a handicapped spot and no longer lives there?

Board Response (Kevin): We haven't gotten there yet. The handicapped spots are assigned to the homeowner specifically, so I would think as part of the 5407, at our cost if we deemed it appropriate, we would remove the spot at that point. But we haven't gotten there yet. We wouldn't necessarily want the handicapped spot used if not handicapped.

Director of Facilities

- Some of the grass planting after the concrete work, Ron has been through the community since he completed the concrete work and he has told me most of the grass seed he has planted has actually taken root, he'll be back in next week some time and he will reseed and add topsoil if any area requires it. He also noticed a few other things that he gave us some bids on. We've had some bad luck with signage lately, so Ron did take a quick look at that, some nuts are loose, poles are wobbly because they're not anchored properly. I wanted to be a little proactive and fix them before they fell down, so he did send me a bid today and to go through the whole community and tighten anything that needs to be tightened, straighten anything that needs to be straightened, anchor anything that's not anchored properly would be \$650.00. Then he noticed a few small areas where a slight concrete repair could be made, he identified that after the majority of the work was taken care of. I told him not to worry about giving me a bid on that just yet. No areas are a tripping hazard right now and we have a lot of other things that need to be taken care of soon. We'll do that next year with the concrete repair. Also, he noticed a few tree stumps, I talked to Keith and he's swamped so he is perfectly okay with us getting a different bid and have those removed. Ron does that also, he filled in the holes in the grassy knoll court, he gave me a bid of \$675.00 to remove and grind out two additional stumps.
- We're still trying to figure what we're doing with USA Management. Kevin had a conversation with Kathy who advised to take it to the PA Attorney General and file a fraud complaint. This is ongoing. The pool- due to the scope and size of the project there are three bids to plaster the main pool as well as the baby pool. Unfortunately, each bid came with the same bad news. The pool was last plastered in 2014, 2015, somewhere in that range. Whoever had completed the job plastered over paint which as I understand is a big no-no. The plaster needs a surface to bond and adhere to, and paint is the worst surface possible, so much so, that it should never be done that way. It should always be plastered on top of concrete with a bond coat between the concrete and plaster and that was not done in this case. That means that all the plaster needs to be removed from the pool, and then all the paint needs to be removed as well, in order to

have a prime surface that the plaster can adhere to. This will add considerable cost to the project. The repair cost will be at least \$85,000.00 and could go as high as \$160,000.00. The \$160,000.00 bid is way out of line with the other two so that's not one we're going to consider. The other two are similarly in line. The initial bid was increased due to the plaster being put over the paint. Initially, we thought we only needed to chip away at the pool floor and feather it into the rest of the pool. But now, they have to saw cut at the tile line, chip out all of that plaster, sand or water blast all of the paint out, bond coat it, and plaster.

Resident Comment: Do we have any legal repercussions since it wasn't done properly?

Board Response: The pool company we had at the time had subcontracted it out and they use different companies and couldn't tell us which company it was. It's actually a moot point since the warranty was only for 1 year.

Resident comment: Question as to whether the weather is unstable for pool repairs now.

Board Response (Justin): Our goal is to get what's in there out, cover up the pool and have them come back in early April to do the rest. The plaster has to be completely submerged for 2 weeks, brushed twice a day for those two weeks, and then the pool has to be monitored daily for pH balance.

- We're going to start to look at the 2020 budget. We have more concrete work and I'll be asking for the same \$30,000.00, that should put us in a pretty good spot. HVAC system for the clubhouse needs to be replaced. I have three bids secured, I'll have about \$20,000.00 allocated, two new units, duct work, oil lines, etc.
- Pool management fees were \$35,000.00, that pinned us into a certain tier of pool management. I'll be asking for a little more to get us into a better tier. I'm asking for \$25,000.00 for tree work we'll have a good buffer for any emergencies especially if we have a bad winter.

Resident Comment: Can we look into the cost with Laxton to add an additional recycle day for every week?

Resident Comment: Ten years ago we were in the \$30,000.00's for pool management, so maybe it's best to step up to a different tier.

Director of Architecture

- Received and approved architectural application from homeowner in #57 for new screen and front door.
- Received and approved architectural application from homeowner in #135 for new sliding glass door.
- Just tonight I received an email saying 5407 needs to be completed on #180.
- Any exterior work to be done on the exterior of your property needs an architectural application for review. You can email vbharchitecture@gmail.com or put it in the drop box at the clubhouse.
- Just a reminder—trash cans should not be put out until dusk on the night prior to pickup. We seem to have a few situations with people putting their trashcans out early in the morning the day before pickup. They should be put out at dusk the night prior to pickup.

Treasurer's Report

Assets were read to the community:

- Citizens Merchant Account - \$474,881.84
- Citizens Account: \$420,889.31

- Citizens Checking: \$29,666.50
- Citizens Money Market: \$354,161.30
- FCU CD Account: \$115,746.00
- Petty Cash: \$600
- Total Cash in Bank: \$1,399,944.68
- Total Assets: \$2,861,626.88
- I've been in touch with most banks and the best offer for us is Capital One. We discussed with the whole Board, Capital One is the highest in the whole market. They are giving us 2.5% for one year guaranteed. One privilege is they are providing us with a remote scanner, checks can be scanned immediately. There have been lots of complaints of checks not posting quickly. We will keep checks for 30 days then destroy. All accounts are completely free and insured by FDIC. We will start to move the money little by little. We will keep one account for two to three months during the transition time. We are looking into ZEL for homeowners to pay their association fee that way, like PayPal. This account will be separate from all our other accounts.

Resident Comment: Is that 2.5% guaranteed?

Board Response (Joseph): Yes.

Resident Comment: We want it in writing.

Board Response (Joseph): We have it in writing.

Resident Comment: We shouldn't have everything in one bank, so be careful. This property and this clubhouse will never be put up for collateral for anything. I have experience with Capital One. I'm very protective of my community. We shouldn't put all our eggs in one basket.

Director of Operations

- Community yard sale is October 12th.
- Bulk Trash is on October 18th.
- Our Halloween Party is on October 20th.
- We're doing a Christmas Party on December 15th.
- Justin and I are trying to figure between the weather to put the STOP sign on Bishops.
- Per Justin: We'll let Ron do it. We'll see how quickly he can get in here.

Secretary Report

- Email concerns: Bullying at playground, children unable to play on playground equipment because of bullying from neighborhood kids, I will include in emails asking the community to be aware and to speak with their children.
- Concern about smokers smoking at the playground around the children and non smokers. We can extend a polite request to be aware and extend courtesy when at the playground around the children and non smokers.
- Concern from residents about dog waste not being cleaned up by dog owners. This is happening throughout Valleybrook on common grounds, the dogwalks and on the lawns of the homeowners. Residents are encouraged to take a picture of the dog owner/s in question at the time this happens so we can identify the resident and initiate action toward that resident.

5. Community Discussion

Board Comment (Justin): If I could add one thing, about the election, as in the past, the Board will be here, we'll have the envelopes in the office, we'll tally them, announce the results. Anyone wishing to attend is more than welcome.

Resident Comment: I saw on Facebook that two residents and two board members helped stuff envelopes for the election. I stuffed them myself.

Board Response (Justin): It's been done for previous elections. I helped a previous secretary, along with my wife and the secretary's husband, stuff election envelopes. It was a lot to do so we helped.

Resident Comment: PECO to replace another line, discussion as to PECO digging in the community and following up with repair.

Resident Comment: Thanks to Kevin for his service on the Board and help with transition to new Board concerning sewer, etc.

Board Response (Kevin): I've prepared packets to pass along, I'm definitely aware that transition has been an issue.

Board Response (Justin): Jim and I have been cc'ing on most recent projects with our engineer, so Jim and I are hitting the ground running.

Resident Comment: Even though we have an engineer, we need to keep Matt Houtman involved, Mike Ciocco, Catania, there's still a lot of legal work, with this Borough Council, it takes months, the fighting that went on last night was horrendous.

Board Response (Justin): I was at the Council meeting in August and I knew we were moving forward with something, it wasn't fully decided yet. I've talked with Gina, Matt Houtman, Mike.

Resident Comment: Keep them in the loop. Gerry Montella is the solicitor, keep them in the loop so they won't be surprised.

Resident Comment: Are there any referrals for heating companies?

Board Response: Not currently, whichever you choose.

Meeting adjourned 8:10 PM

Secretary		Date of approval