

*Please see page 5 for several important Announcements from the Civic Association Board.*

## **Okehocking Hills Civic Association Election and General Meeting Minutes**

October 19, 2017, 7:00PM  
Edgmont Township Building

### **1) Introduction**

- a) The meeting was opened by Mark Wise at 7:11.
- b) Board Members in attendance were Mark Wise, President; Steve Brook, Vice President; Katie Knee, Vice President; Eric Asalone, Treasurer; and Annie Thorne, Secretary.

### **2) Treasurer's Report**

- a) Eric Asalone presented the Association's financial status including an Income/Expense Comparison by Category for the 12 months ending 9/30/17 and Account Balances for the 12-month periods ending 9/30/16 and 9/30/17.
  - i) The Association's sole source of income is annual homeowner dues. Typical annual expenses are landscaping insurance, and fees related to post office and mailing.
  - ii) For the 12 months ending 9/30/17, income was approximately \$9000 and expenses were approximately \$6000.
- b) Year-End Audit
  - i) The By-Laws require the Association to have a yearly audit by a CPA. An audit has not been completed in recent years. The Board is currently seeking a CPA who can conduct this audit.
    - (1) If there is a CPA in the neighborhood who would like to volunteer to audit our records, or audit them at a discounted rate, please let the Board know and we can save the expense to the HOA.
    - (2) Eric may have someone who can conduct the audit for a nominal fee.

### **3) Old Business**

- a) Landscaping
  - i) Front Entrance
    - (1) The Board solicited bids from 3 landscapers in July and August. Agreed to hire Dooley Pyne to overhaul the front entrance beds at a cost of \$1675.
      - (a) The contracted work included moving existing plants, planting new perennials and annuals, pruning/reshaping existing bushes and trees, and mulching. Work was completed the week of September 11<sup>th</sup>.
      - (b) The Board expects to continue similar spending on the entrance beds going forward, to ensure weeds and plants don't become overgrown, mulch stays fresh, and flowers continue to look lively. There are sufficient funds available to sustain this level of effort.
    - (2) The Board purchased and installed two sets of solar lights for the front entrance signs on September 26<sup>th</sup> at a cost of \$70.
  - ii) Retention Basins
    - (1) Pearl Zucca raised a concern over the condition of the retention basin on Nicole Drive. Pine branches are low and the area all the way around the basin should be cleared of debris.

- (2) The current landscaper's original scope of work included mowing and clearing around the basin. Eric Asalone will follow up with the landscaper to see why he is no longer maintaining that area.
- (3) Eric will coordinate with the landscaper and Pearl to schedule a walk thru of the basin area so Pearl can show the landscaper what used to be maintained vs. what is being done now.
- iii) Mowing
  - (1) The contract for mowing the grass will be rebid in March.
- b) Security
  - i) Security Cameras
    - (1) High Definition Cameras
      - (a) Over the past year the board assessed the feasibility, cost and interest in installing security cameras. Obstacles included power (PECO would have to install a pole and service), camera maintenance, and cost.
      - (b) The Board voted and agreed not to further pursue installation of security cameras at the neighborhood entrance, unless there is an interest from an individual or a group of individuals to take the lead and develop a proposal to bring to the Board, to include initial set up of electricity, camera details (DVR / cloud), internet/network (if required), proposal for usage, security, limitations, access, etc, and ongoing operation and maintenance. The Board would then vote whether or not to implement.
    - (2) Alternate Options
      - (a) A few alternate ideas were discussed at the meeting, including a fake camera or a game camera for use as deterrents. The Board will investigate these options further.
  - ii) Neighborhood Watch
    - (1) A private Facebook group intended for use as a forum for neighbors to communicate and start a Neighborhood Watch was created in November 2016. Its presence was communicated to all neighbors at that time. A few people joined the group but there was no further activity.
    - (2) Neighbors interested in starting a watch may use the Facebook group as a forum. At last year's meeting, Trooper Greene recommending this web site as a starting point: <http://www.nnw.org/starting-neighborhood-watch-group>
    - (3) Annie Thorne will issue a reminder on Facebook about the presence of the security group and Neighborhood Watch resources.
  - c) Speeding: The issue of people driving too quickly in the neighborhood is a major concern among neighbors. Several ideas for traffic calming were discussed at the meeting as follows.
    - i) Increasing Public Awareness
      - (1) On Facebook: Neighbors who have a concern about a specific vehicle or driver in the neighborhood may email the Board at [okhills.hoa@gmail.com](mailto:okhills.hoa@gmail.com). At its discretion, the Board will anonymously share this concern on Facebook with the neighborhood using a new HOA Board FB profile to increase awareness and hopefully prevent future speeding. The identity of the complainant and that of the driver, will be kept confidential. Only the vehicle description will be used in hopes that they may realize who they are and try to be more cognizant.
      - (2) With Signage:
        - (a) It was communicated that the "yellow man" on Beverly seems to remind people to slow down. The Board may purchase a few of these reflective figures so that they can be rotated around the neighborhood.

- (b) "Slow – Children at Play" type signage may be effective. The Board may purchase a few of these and/or may contact the Township to see if they (or PennDOT) can provide them free of charge.
- (c) A "radar speed sign" is another option. Mark Wise reported that he saw one for sale for \$2000 so purchasing one is not necessarily a first step. The State Police can periodically position a temporary radar sign (the signs on wheels). The Board will reach out to PSP for more information and will provide information to the neighborhood on how they can contact the PSP to make a request.
- ii) Adding Engineered Speed Controls (Speed Bumps, Stop Signs)
  - (1) Earlier this year a neighbor approached the township and formally requested speed bumps and a stop sign. He attended meetings and explained the speeding issue, but the township was not able to offer any assistance.
- iii) Increasing Enforcement
  - (1) At last year's annual meeting, a State Police Trooper said that neighbors could request to have a Trooper park in their driveway catch and ticket speeders. No one in the neighborhood wants to be "that neighbor" with a Trooper in their driveway, however, so the PSP have thus far not been involved with the speeding problem.
    - (a) If a neighbor would like to request assistance from the State Police, please contact: Trooper First Class Timothy Greene, 484-840-1000 main / 610-558-7074 direct / [tgreen@pa.gov](mailto:tgreen@pa.gov)
  - (2) The Civic Association owns the land between 1090 and 1060 Beverly Drive as well as some property on Nicole Drive. The Board will reach out to PSP and see if a Trooper could potentially park in these common areas.

#### 4) New Business

- a) Election for Open Board Position
  - (1) The positions of President, Treasurer and Secretary were up for reelection. All three serve 2 year terms (Nov. 1, 2017 – October 31, 2019). No new nominations were received, but the current Board members agreed to continue on in their positions if reelected.
  - (2) Mark Wise, President; Eric Asalone, Treasurer; and Annie Thorne, Secretary; were unanimously reelected by all present at the meeting.
  - (3) In accordance with the vote at last year's Annual Meeting, annual HOA dues are waived for the households of all active board members elected on or after October 26, 2016.
- b) Discounted Rate for Group Trash Collection
  - i) Eric Asalone reported that Suburban may be able to reduce trash collection fees by half if a large portion of the neighborhood agrees to switch and the trash bill can be paid by the Association instead of by individual homeowners.
    - (1) Eric will follow up with Suburban to get the exact rates, minimum number of homes required, and contract terms. The Board will then share this information with the neighborhood to gauge interest.
  - ii) Annie Thorne reported that Opdenaker, the vendor that currently has the majority of the neighborhood business, would reduce the current rate by just \$2/month for group trash collection if the Association paid on a single bill.
- c) Social Events
  - i) Fall Bonfire
    - (1) The annual fall bonfire and potluck dinner was held on October 14<sup>th</sup>.

- (2) Eric Asalone suggested that the Association contribute a small amount of HOA funds towards the purchase of food/supplies in hopes of increasing neighborhood participation. The Board would like to see this event bring our neighborhood and its neighbors closer together. The decision for this (and for contributing to other social events) will be made by the Board on a case by case basis.
- ii) Trick or Treating Hayride
  - (1) Mark Wise and Steve DeMarco are organizing a trick or treat hayride for neighborhood kids on Halloween. Interested neighbors can reserve a spot on the hayride and learn more by joining the conversation in the neighborhood Facebook Group.
- iii) Christmas Dinner
  - (1) Katie Knee is organizing the annual Christmas Dinner at Trattoria Giuseppe on Thursday, December 7th at 7:00pm. Bring your own beverage and please bring cash. More information will be distributed to neighbors via email and in the neighborhood Facebook Group shortly.
- iv) Christmas Tree Burning Party
  - (1) There was interest in holding a bonfire to burn Christmas trees. If someone is interested in organizing this event, please contact the Board.
- v) Spring Picnic
  - (1) There was interest in having a neighborhood picnic sometime in the spring. If someone is interested in organizing this event, please contact the Board.
- vi) Other Social Events
  - (1) If a neighbor wants to organize any neighborhood-wide social event, please contact the Board. The Board can help communicate the event to the neighborhood and can also discuss whether to fund or sponsor the event.
- vii) *Currently, all social events including the Oke-toberfest bonfire and Christmas dinner are organized by volunteers and are not funded by the Association.*

## 5) Adjournment

Respectfully submitted,

Annie Thorne, Secretary

## Announcements from the OK Hills Civic Association Board

### Christmas Dinner: December 7<sup>th</sup> at Giuseppe's!

Please join us for our annual Holiday Dinner at Trattoria Giuseppe on Thursday, December 7th at 6:30PM! We'll kick the evening off with appetizers and drinks at 6:30 with dinner to follow. We'll order off the menu and split the bill. **Please bring CASH and BYOB.**

RSVP by November 27<sup>th</sup> by posting on Facebook or by emailing Katie Knee at [kxt823@yahoo.com](mailto:kxt823@yahoo.com).

### Speeding: Anonymously Share a Vehicle Description

The issue of speeders in the neighborhood is a major concern among neighbors and was discussed at length at the Annual Meeting. Neighbors with a concern about a specific vehicle or driver may email the Board at [okhills.hoa@gmail.com](mailto:okhills.hoa@gmail.com). At its discretion, the Board will anonymously share this concern on Facebook using a new HOA Board FB profile to increase awareness and hopefully prevent future speeding. The identity of the complainant and that of the driver will be kept confidential. Only the vehicle description will be shared in hopes that the driver will realize who they are and try to be more cognizant.

### Violations of Association Covenants and Restrictions

The Board would like to remind all homeowners that there are specific restrictions placed on our properties per the Civic Association's Covenants and Restrictions. The complete Covenants and Restrictions for Okehocking Hills may be downloaded at <https://okehockinghills.com/>.

Neighbors with a concern about a specific violation of the Covenants and Restrictions that is easily visible from the street may email the Board at [okhills.hoa@gmail.com](mailto:okhills.hoa@gmail.com). At its discretion, the Board will reach out to try and issue a kind reminder in an attempt to resolve the issue privately. The identity of the complainant will be kept confidential. If not resolved, the Board may request assistance from the township. If a violation cannot be seen from the street, the issue will need to be resolved between homeowners.

### CPA Needed: Year-End Audit of the Association Financial Records

The By-Laws require the Association to have a yearly audit by a CPA. An audit has not been completed in recent years. The Board is currently seeking a CPA who can conduct this audit. If there is a CPA in the neighborhood who would like to volunteer to audit our records, or audit them at a discounted rate, please let the Board know and we can save the expense to the HOA.

### Neighborhood Watch

A private Facebook group intended for use as a forum for neighbors to communicate and start a Neighborhood Watch was created in November 2016. Neighbors interested in starting a Watch are welcome to join this group by clicking here: <https://www.facebook.com/groups/1678772122414816/>.