

Okehocking Hills Civic Association

Board Meeting Minutes

November 7, 2016, 7:45PM

1040 Beverly Lane

I. Introduction:

- a. Mark Wise opened the meeting shortly after 7:45. In attendance were Steve Brook, Mark Wise, Katie Knee, and Annie Thorne.
- b. Minutes from 10/26 meeting were approved.

II. Security and Speeding Discussion:

- a. Security

- b. PSP Contact Information:

Trooper First Class Timothy Greene
1342 W. Baltimore Pike, Media, PA 19063
484-840-1000 main / 610-558-7074 direct
tgreen@pa.gov

- c. Cameras

- i. Find security companies to quote
 - ii. **Annie will ask Tpr Green what other neighborhoods are using**
 - iii. **Steve will continue to research/pursue PECO & right of way information**

- d. Town Watch (see subcommittee, below)

- e. Speeding

- i. PSP – Sign, Radar

1. **Katie will email Tpr Greene about setting up sign**
 2. Second step will be telling neighbors how they can contact PSP to volunteer to have a Tpr with radar in their driveway

- ii. Physical Changes – Stop Sign, Speed Bumps

1. **Mark will ask the township about a stop sign**

- f. Conclusions

- i. **Annie will create the “Security and Safety Subcommittee” for neighbors who are interested in “developing and implementing” the security plan**

1. This will be a closed, private Facebook group; board members should all join and only current homeowners will be allowed
 2. First order of business will be soliciting recommendations for security companies
 3. Town Watch should be developed by members in this group.

- ii. The Board will ultimately perform the camera research, get quotes, work with PECO, etc. and present it to the neighborhood.

III. Events Discussion

- a. Bonfire – Safety Ideas for next year
 - i. Contact Edgmont Fire Co in advance with heads up that we'll be having a recreational fire. Ask them to swing by afterwards to check on it.
 - ii. Have a defined start and end time. Potentially start earlier.
 - iii. Make plans to have water on site, either via buckets or request a hose from neighboring homeowners
 - iv. Only adults may feed the fire
 - v. Construct a temporary fence/barrier around part of all of the fire for kids
- b. Christmas Dinner
 - i. **Katie Knee is coordinating with Guiseppe's** to try to reserve the private room for 30 ppl.
 - ii. Update: Dinner will be on Wednesday, December 14th at 6:30PM. Event has been shared on FB, web site & via email.

IV. Financial Discussion

- a. Reserve
 - i. Discussed various reserve ideas, including having a set dollar amount in reserve or having a percentage of yearly income reserved.
 - ii. No set amount or percentage was agreed upon. The board decided instead to request reports on cash flow to get a clearer picture of finances before setting a reserve.
 - iii. **Mark will ask Eric for the report(s) that capture the information that was discussed.**
 - iv. It would also be helpful to understand what expenditures the reserve could theoretically be needed for. The issue of water retention basin maintenance was raised as an example, however we do not have any concrete information on what our exact responsibilities are there.
 - 1. **Annie will contact the township to request a “Land Plan” for Okehocking Hills** which may include the basin information as well as right-of-way details.
- b. Budget
 - i. Following the reserve discussion, the Board agreed to create a budget for the Association.
 - ii. The budget will allow us to see what funds are routinely available for normal expenditures like landscaping and to know what could be budgeted for a larger scale clean-up/overhaul of the neighborhood entrance.
 - iii. **Steve will tally landscaping invoices from the last several years.**
- c. Taxes
 - i. The Association's tax status was discussed briefly. **Katie agreed to look into whether or not we need to pay taxes and/or file some sort of return** showing why we don't need to pay taxes.
- d. Other
 - i. The Board agreed to have the landscaping company continue to mow the common area next to 1045 Beverly Lane. It was noted, however, that the landscaper may not always be able to mow that area on a regular basis as it sometimes is too wet for mowers.

V. By-Laws and Covenants

- a. Document History:
 - i. All known copies of the Covenants are dated 1981.
 - ii. The original By-Laws were also signed in 1981, however a revised copy dated 1993 exists and is the document that has been distributed to homeowners for some time. We still do not know if the 1993 revision was officially approved and filed, or if the 1981 document still stands.
- b. The Covenants expire in 2021 (40 years after creation). The Board discussed what might happen if they are not renewed, but no conclusion was made as this is still several years away.
- c. Research and Revision:
 - i. **Annie will start a Facebook thread** in the neighborhood group soliciting volunteers interested in closely reading, researching and discussing the By-Laws and Covenants.
 - ii. All board members will be tagged in the discussion, along with the two volunteers from the 10/26 meeting (Leslie Petruzzi and Therese DiCarlo).

VI. Adjournment.

Respectfully submitted,

Annie Thorne, Secretary