

**TPSHA Board Meeting
Minutes
December 8, 2016
7:30 pm – Laurie Foondle’s House**

Members Present: Sheldon Davis, Laurie Foondle, John Mason, Pete Shima, Ryan Woodard

Members Absent: None

A. Approve Bills/Sign Checks

Check 882, \$826.94 – Republic Services (trash removal)

Check 883, \$2,550.00 – Lee’s Outdoor Services (lawn care)

Moved by John, seconded by Pete, to approve the bills. Motion carried unanimously.

B. Review 2016 Budget, Financial Statements

The budget and financial statements were reviewed. Pete noted that the resident donations for removal of the pond phragmites has been added to the budget report.

C. Approve November 2016 Meeting Minutes

Moved by John, seconded by Ryan, to approve the minutes. Motion carried unanimously.

D. Old Business

a. Delinquent Homeowners – Status

Pete reported that there were still two families delinquent in their dues payments, stating that he would contact them.

b. Facebook/Nextdoor Tools for Improved Communication

Sheldon stated that he had some problems posting to the HOA’s Facebook page, but that they were now resolved. He would announce the Facebook page at the annual meeting.

c. North Entrance Clearing

John stated that he met with Lodi Nursery staff member, Justin, at the north entrance, who was the person to be working with on this project. Justin estimated the cost to clear the area and prepare it for planting to be \$3,700. This price included twice as much mulch as what would actually be needed, John said, which, when adjusted, would significantly reduce the price. However, John noted that there are two trees in the clearing that need to be removed: one is dead and other is diseased. He said the savings from less mulch would take care of the cost for removing the trees. John said Justin also noted that the perennial plants in the original plan would not do well in this area, as they required more sunlight than what would be available, and recommended a small evergreen shrub, similar to what

was in front of the mailboxes, in their place. This would also provide color year-round. He said Justin also recommended that the front half of the clearing be seeded with grass.

Board members agreed that the evergreen shrub was a better choice for the clearing, and that the number of viburnum shrubs be reduced to six, as the proposal seemed to be too cluttered with plantings.

John stated that he would obtain a formal estimate from Justin for the clearing and planting, including the reduction of viburnums to six and removal of the perennial plants/replaced with low evergreen shrubs.

E. New Business

a. TPSHA Correspondence – Homeowner-related Issues

Sheldon reported that he received an email from Deb Crider to let the Board know that the one of the mailbox lockers was broken. John said he would order the necessary wrench to install the new lock and make the repair.

b. Republic Services

Sheldon said he would call Republic to obtain the new rate for 2017.

c. 2017 Budget

Pete spoke with Kathryn Welch about the budget and she recommended that the line item for office supplies be increased to cover actual costs, such as for quarterly mailings and printing for the annual meeting. The Board agreed to increase the office supplies line item to \$100 for 2017.

Board members discussed excess funds from the snow removal account and the possibility of creating a new surplus line item. Laurie recalled from the December 2015 minutes that establishing a separate account would require a change in the Bylaws. The Board agreed that excess funds, if any, at the end of the winter season in 2017 could be transferred to the road fund, as a substantial amount would be needed for a long-term capital replacement expense. Discussion then ensued about funding for current road maintenance and future road replacement (see discussion below under Road Crack-sealing).

F. Grounds Maintenance

a. Invasive Grass Around Ponds

No new information.

b. Road Crack-sealing

The Board discussed this issue with Kris Foondle, who had expertise in the field of road construction/maintenance. He said the 2016 crack-sealing program had sufficient funds to address only the south half of the neighborhood and that the 2017 crack-sealing would address the north half of the neighborhood. Roads are in decent shape for their age, he said, and alternating years for crack-sealing half of the roads was a reasonable approach for the

near future. Kris advised that there may be a time in the next three to seven years when it becomes more cost effective to stop crack-sealing and instead invest the annual road maintenance funds into the long-term road replacement account. The Board agreed to continue monitoring road conditions, as well as prices for crack-sealing and re-paving, and to re-evaluate the available options on a regular basis.

G. Open Floor

Laurie suggested some type of advertisement for the annual meeting in January to try and increase attendance. Pete said he could prepare a sign for the entrance, just as he did for the No Access to Textile this past fall. Laurie said she would send an initial email to residents to inform them of the annual meeting date.

Laurie said she reached out to two families in the neighborhood to see if they might be interested in serving on the Board, as hers and Sheldon's terms would expire at the end of December.

H. Set Date and Time for Annual Meeting

Date of Annual Meeting: Monday, January 23, 2017 at 6:30 p.m.

Laurie said she would pick up the keys from Lodi Township the day of the meeting. Sheldon said he would prepare the agenda for the meeting and the Board agreed that the TPSHA directory and budget/financial documents would be available as handouts.

I. Set Time and Location for Upcoming Meetings

N/A

The meeting was adjourned at 8:30 p.m.