

2020 ANNUAL MEETING – BRANDYWINE HOMEOWNERS ASSOCIATION, INC.

September 15, 2020

Bill Wertz – President	Present X	Not Present
Bill Bartle – Vice President	Present X	Not Present
Fay Steinhauser – Secretary	Present X	Not Present
Bernadette Howard – Treasurer	Present X	Not Present
Deb Casey – Member	Present X	Not Present
Amanda Bublitz – Boyd Wilson	Present X	Not Present

Location – A Zoom meeting was held due to the limitations caused by Covid-19.

The meeting was called to order by Bill Wertz at 7:02 pm with a quorum of homeowners confirmed to be present.

Bill Wertz welcomed all in attendance and asked if any new homeowners were present. Marlene Sheets was introduced.

Dee Wojdylak moved to approve the minutes from the 2019 Annual Meeting and it was seconded by Bernadette Howard.

Treasurers Report

Bill Wertz put the report on the screen with information up through August 31, 2020. There has been \$82,347 collected and \$8,228 in reserves, which is the savings amount. We are doing very well on landscaping due to less cutting of grass during this very dry summer. There was little snow removal this past winter but we cannot predict what will occur this fall.

Board of Directors Election

Terms will end for the president, vice president and secretary leaving 3 positions to be filled. There are 3 nominees and because it is a Zoom meeting there was a voice vote for each one separately. Dee Wojdylak, Carl Wagner and Deb Yates were all unanimously approved.

Grounds Committee

Landscapers were noted as doing a very nice job on a new area which is the bank by the retention pond along Jerusalem road.

Welcoming Committee

Linda Hunter informed the members that the board of directors didn't want the block party at the end of Amherst Court due to the Covid-19 pandemic. She has been in contact with several food truck companies to see if we might have something set up in October and is still waiting to hear from some of them. About 27 households showed interest in participating. She will have the webmaster email all members if it will be taking place.

ARC Committee

Bill Sample is now the chair of this committee. So far in 2020 there have been 17 requests. With a few minor modifications all were approved. Some came after the changes were already made. He has asked for members to please submit a request for any exterior changes before doing them.

Webmaster Report

Mike Casey said that as of July 1, 2020, we have a 3 year contract for the website. There are 112 of the 121 households registered. He informed us that there are a number of memorandums under the ARC's to give guidelines for approval. This would make approval a faster and easier event for members.

Unfinished Business –None

New Business

There was a discussion of the 2021 budget. Dave Hunter had sent in a question about the budgeted cost of \$15,000 for snow removal when we have only used less than \$5,000 in the past 4 years. It was noted that in central Pennsylvania it is hard to predict what the total winter need will be. Bill Bartle added that in some past years our budget was actually less than what was needed. One member requested that we have the snow removal company come if it is 2" of accumulation rather than 3". Fay Steinhauser reminded the group that in the past 2 years, members were offered to sign us for extra service at a minimal cost. It was noted that the \$5,000 figure was obtained from Boyd Wilson and that either they or the president can provide this to anyone who asks.

Rich Wilson asked if we couldn't use the monies not spent to lower monthly fees to \$65. We don't have much maintenance beyond driveways and the bike path, sidewalks and other concrete work and the retention ponds. He would like the Board to have a company come in to do a reserve study. Mike Casey reminded us that he had been a Board member from 2009-2011 when our development was almost finished. He has procured estimates from 3 companies for seal coating and maintenance. CPA found what they called alligator or spider cracks in the bike path, especially in the area near the condos. They said we would need at least a 1 ½" overlay of asphalt. We have 22, 635 square feet of sealable surfaces. Overlay costs \$23 per square foot. It would cost \$22,000 to do the entire bike path. This needs to be done as roots are being to come through in some areas. Driveways have a total surface of 72,614 square feet and at \$2 would be over \$140,000. Asphalt has a lifespan of 25 years and concrete has a life of 30. This is why we need reserves. A reserve study would cost between \$1,200 and \$1,800. With no reserves we would be forced to take a loan with interest charges. Rich Wilson said he felt Mike Casey was right on target. Bill Wertz advised the new Board to have a study done. Fay Steinhauser thanked Mike Casey for his many contributions. Amanda Bublitz said she would look to see if the 3" of snow removal is part of our bylaws and if so if we could amend those or would it be a legal issue to change it.

Gina Steele wanted to know if snow removal companies would even come out for only 2". Bill Wertz later added that they would not ever come out and do a removal by hand and shovel. Bernadette Howard said snow removal equipment may not handle only 2" and it would drive up costs to have them here more often.

It was asked if 10% of our monthly dues should go into reserves and Rich Wilson said that is what the FHA recommends.

The general maintenance money was spent on sidewalk repairs, which isn't done often.

Bill Bartle asked if we were over or under budgeted for expenses. Last year we were right at 100%. Extra monies are kept in the checking account.

Dee Wojdylak wanted to know if members could sign up for the extra removal service again this year and was told that Mike Cases coordinates that and we will attempt to do it again this season. There was a lot of discussion about the need for this service when it is less than 3" deep. It was also noted that the bike path is considered a sidewalk for homeowners to clear.

New Business/Homeowners Forum

Rich Wilson had questions about an audit and would like an accounting firm to be hired. This created quite a lot of discussion. We did create an Ad Hoc finance committee consisting of Dave Amsden, Tom Wojkylak and Dave Fedderhoff, who have finance backgrounds. There has been contact with CPA's and only 1 of the 2 who would do one are still willing. One firm suggested that the Board do it. It is very expensive and we have a problem. Dave Hunter went to our former agency, Lehman, and picked up our records. Some was digital and encrypted and we find that before Boyd Wilson, our records are incomplete and Lehman has since left the area. The results of an audit would be useless with numerous blanks and disclaimers due to incomplete data. They are accurate since we have been with Boyd Wilson. It was stated that all finances are reviewed by our treasurer and finance committee monthly and any discrepancies are addressed immediately. Mrs. Amsden strongly suggested that we continue to have a finance committee and then Bill Wertz thanked them and Bernadette Howard for their attention to these details. Dave Amsden doesn't want to downplay an audit but would like to see a professional review our records. He had no idea of what this would cost. Bill Geppert thinks it would be good to have a baseline now so we can look back at it in the future.

The trees behind 5340 Rivendale Blvd are getting close to the patios. Bill Geppert said that the trees are from properties in the Fairwinds development. He has had things removed from his property and it is the responsibility of our homeowners to have anything overhanging or infringing removed.

Jim Scheuren was concerned about the sidewalks in Fairwinds at the end of our pathway connecting the developments because you can't walk there without being hit by overhanging branches.

Diane Geppert wanted to know now that some of the Rivendale driveways are 15 years old if the sealing company can look to see if repairs are needed before the sealing is done in 2021. Bill Wertz said the sealing company and a board member can do a walk by to see if anything needs done, and Bill Geppert felt that was reasonable. Mike Casey said that sealing only addresses cracks of ¼" or less and larger crack would have to be filled before sealing. If a 1 ½" overlay is put on the bike path they would have to do "milling" to be sure the path was not higher than the driveways, and where they are no driveways

the landscaping company would have to be hired to put dirt and seed along the sides so there would be no issue with falling off the edge.

Bill Wertz asked if there were any new questions.

Jim Scheuren is very concerned about dogs urinating on lampposts, mail posts and trash bags. Bill Geppert said that the police told him that the law only says that dog owners must be in control of their dogs. Bill Wertz said If a dog comes up into your yard, that is trespassing.

Kaz Dharsi would like the Board to ask the township to extend the bike path from Rivendale up Good Hope Road to Silvercreek as it may have more weight than just having one individual request it.

There are no more events for 2020 unless we get an email about food trucks. Mike Casey is supposed to hear from Aldersgate church about an event that they are having on September 23rd. It may be worth seeing what the food is like at that event.

Several people; Gina Steele, Bernadette Howard, Fay Steinhauser and Bill Wertz thanked the Board and others for working for our community.

Bill Wertz explained that the landscaping trucks with the name Zack Warner are a subcontractor of ATOG. They will be here through 2021.

Fay Steinhauser moved to adjourn the meeting and it was seconded by Mary Rexford. Bill Wertz adjourned the meeting at 9:02pm.

CERTIFICATION

The undersigned hereby certifies that he is the duly elected and qualified Secretary and the custodian of the books and record and seal of Brandywine Homeowners Association, Inc., a non-profit corporation duly formed pursuant to the laws of the Commonwealth of Pennsylvania, and that the foregoing is a true record of the September 15, 2020 Homeowners' Association Annual Meeting.

_____Fay Steinhauser_____

Fay Steinhauser, Secretary