

Birchwood Lakes Community Association, Inc.
Regular Board Meeting Minutes
January 12, 2019

Budget Vote Hearing was held at 8:30am.

Present: Clare Bennett, President, Bob Wittrien, V. President; Kevin Crawley (via conference phone), Secretary; Marcella Livingston, Treasurer and Directors, Chris Diaz, Nick LaRusso, Tom McConnon, Dennis McMahon and Lorraine Storms.

Also Present: Carrie Ridner, Community Manager.

Absent: None

Board agreed to move Communications after minute approval.

APPROVAL OF THE MINUTES FROM PRIOR MEETING:

- December 14, 2018 Board Meeting Minutes

Motion to approve the December 12, 2018 Board Meeting Minutes, made by V. President Wittrien, seconded by Director Diaz. All voted in Favor. Motion Passed.

- AWAM – January 4, 2019 – Rock Hammering

This Action Without A Meeting is to approve additional rock hammering at the Maintenance Facility site not to exceed \$35,000.

Discussion: During the bid review phase, the site contractor meet with our engineer and the Ad Hoc Maintenance Committee and discussed the rock that was visible and the rock that might not be visible. An estimate of \$35,000 provided by the site contracted and the Board approved that in the original approval for rock hammering, and replacement fill. The site contractor “used” all of the allocated \$35,000 and there is still additional rock to be hammered in order to continue. The following will need rock to be removed: part of the front of the shop, the lift tank, upper catch basin, septic and well lines to mostly hammer. The cost has been \$250 per hour for the hammer machine and additional machine to move the bedrock. There really are no other options for this rock removal.

Clare Bennett	-	Yes
Kevin Crawley	-	Yes
Christopher Diaz	-	Yes
Nick LaRusso	-	Yes
Marcella Livingston	-	Yes
Dennis McMahon	-	Yes
Tom McConnon	-	Yes
Lorraine Storms	-	Yes
Bob Wittrien	-	Yes

Motion to approve the January 4, 2019 AWAM – Rock Hammering made by Director McMahon, seconded by Secretary Crawley. All voted in Favor. Motion Passed.

COMMUNICATIONS, WRITTEN & ORAL:

No comments at this time.

TREASURER’S REPORT:

Treasurer Livingston presented the Bank Balances and the Income and Expenditure Reports.

Board discussed making changes to the term of the East Birchwood Lake Certificate of Deposit to obtain a higher interest rate.

Motion to approve the East Birchwood Lake Dam Certificate of Deposit be put into the 58 month – 3% yield CD at Wayne Bank, made by Treasurer Livingston, seconded by Director LaRusso. All voted in Favor. Motion Passed.

Write-Offs:

Lot 14, Block 29, Sec 5 due to deedback	\$905.09
Lot 11, Block 83, Section 11 due to deedback	\$2,340.28
Lot 2, Block 10, Section 3 due to deedback	\$1,154.61
Lot 24, Block 27, Section 4 due to deedback	\$323.50
Lot 25, Block 27, Section 4 due to deedback	\$323.50

Motion to approve the above Write Offs totaling \$5,046.98 made by Treasurer Livingston, seconded by V. President Wittrien. All voted in Favor. Motion passed.

Collections – Treasurer Livingston updated the Board on the collection status.

Budget Transfer – None

MANAGER’S REPORT:

CM Ridner provided the Manager’s, Maintenance and Public Safety Reports.

There was a lengthy discussion regarding ambulance services and hours of operation. President Bennett updated what was said at the Board of Supervisors meetings. President Bennett is planning to attend the Ambulance meeting next week.

COMMITTEE REPORTS:

Recreation Committee –

PAYMENT OF BILLS:

OTHER UNFINISHED BUSINESS:

Shared Well - The 8 hour and 24 hour pump tests have been completed. Brian Oram's preliminary finds are that the well will yield approximately 5gpm. Based on that information it the second production well would be necessary. At 5gpm the storage tank would replenish at 7,200 gallons per day, Maximum usage at an estimated 400 gallons per day would require 6,000 gallons of water per day the system on one well would not be able to replenish itself adequate into storage with just one well. It is recommended that Moyer Well Drilling be retained to drill the second production well. Attached is the pricing received from Moyer in 2017 and this pricing be approved pending confirmation from Moyer on 2019 pricing.

Motion to approve Moyer Well Drilling to drill the second production well, at an estimated cost of \$107,649, pending confirmation by Moyer, made by Director Diaz, seconded by V. President Wittrien. All voted in Favor. Motion Passed.

Upper Birchwood Lake Dam - Chuck Givler has been working on a response to Dam Safety from Technical Review #6. He spoke with Curtis Brown on the technical issues in the review so he could appropriately respond. There is a concern with the outlet pipe; there is no known condition of this pipe, some orange sludge comes out, according to Chuck Givler, who is recommended we get a camera survey of the pipe to see if there are holes in the pipe. There are two ways to deal with outlet pipe... 1. Grouting – (not preferred) and complete removal (preferred but more money). If it is encased in concrete, grouting would not be so bad.

Maintenance Facility – We now have a building permit! There was some additional electric work and an ADA shower required under code, so Pioneer will be providing the extra costs associated with these requirements. The site work is nearing completion and Pioneer will be onsite to go over site conditions with the site contractors. Water and sewer lines will be hammering and completed by early next week.

Highway Occupancy Permits - We have reached out to Rep. Rosemary Brown's office and her chief of staff got back to me stating ... "At this time, I am working with Penn DOT to get a better understanding of where the status of this all is at. Once I know more I will work on getting you an appointment to talk about this. I also want to see if someone from Penn DOTs Permits department can be here as well." Brian Fenstermacher.

NEW BUSINESS:

Tree Removal Request – Secretary Crawley discussed tree requests for 148 Lancet Circle – 7 Trees; 152 Tulip Street – 5 Trees and 164 Aspen Road.

Motion to approve the tree requests for 148 Lancet Circle for 7 trees and 152 Tulip Street for 5 trees, made by Secretary Crawley, seconded by Director McMahon. All voted in Favor. Motion Passed.

The tree request for 164 Aspen Road, is a bit unusual. Potential owner is looking to remove about two dozen trees, add several inches of fill material.

Motion to deny the request until the potential owner closes, ensure that the fill is certified "clean fill"; confirm with Township that fill can be installed over the septic; and that Pike County should confirm that there are no impacted wetlands, made by V. President Wittrien, seconded by Director Storms. All voted in Favor. Motion Passed.

Delaware Township Ambulance Donation Request – Tabled until after the Ambulance Meetings and the Board has more information.

Text Message Service – CM Ridner discussed Rained Out, a text message service that is a no cost service and allows short text messages to be sent to anyone that signs up.

Motion to approve the Text Message Service, Rained Out made by Director McMahon, seconded by V. President Wittrien. All voted in Favor. Motion Passed.

Letter to Ecological Solutions – Director McMahon presents draft letter to Ecological Solutions regarding completing the peat bogs. A time frame of August 31, 2019 for a completion date or 50% of the funds will be returned to the Association.

Motion to approve the letter to Ecological Solutions made by Director McMahon, seconded by Director Diaz. All voted in Favor. Motion Passed.

Rule Change Comments - One member has provided feedback to the proposed rule changes. Comments referred to Governing Documents for review.

Reimbursement Request for BL-15 – repairs due to salt issue. This is one of the homes most impacted, and Brian Oram has confirmed these repairs are consistent with this type of salt issue.

Motion to approve the invoices in the amount of \$231.50 from BL-15, as approved by Brian Oram, made by Treasurer Livingston, seconded by Director Storms. Secretary Crawley voted No. All other Directors voted in Favor. Motion Passed.

COMMUNICATIONS, WRITTEN & ORAL:

- A. Petitions – None
- B. Hearings – None
- C. Properties – None
- D. Community Affairs Committee Members/Complaints Resolutions

MISCELLANEOUS:

Resident discusses the November snow storm and thought Maintenance left during the storm. Management and the Board confirmed that Maintenance was indeed here and worked through the night to clear. Resident agreed that the roads were clear by morning.

Resident believes that the maintenance building should be built near office. President Bennett explains the logistics of building and the needed space.

Resident wanted to know why the budget was increasing. Treasurer Livingston explained the areas of increase.

Resident questioned Public Safety hours and during morning school bus. The Board advised that there are no morning hours during the winter.

Motion to adjourn the Regular Board Meeting at 10:28am and go into Executive Session made by Treasurer Livingston, seconded by V. President Wittrien. All voted in Favor. Motion passed.

Respectfully submitted,

Kevin Crawley
Secretary