

COUNTRY LAKES HOME OWNERS ASSOCIATION

MEETING OF THE BOARD OF TRUSTEES

DATE: January 23, 2023

MEETING of the January 23, 2023 Country Lakes HOA Board was called to order at 4:30 PM (Monday) at 4033 Watercourse Drive.

BOARD MEMBERS:

Shawn Smith – In Person
Bob Beres – Video Feed
Roger Carron – Video Feed
Bill Hanigan – In Person
Vince D’Angelo– In Person

OTHER REQUESTED ATTENDEES:

Anthony Embrogno – In Person
Bruce Buller – In Person

ACTION TAKEN BY THE BOARD WITHOUT A MEETING SINCE ITS DECEMBER 15TH BOARD MEETING.

January 6th Action: Motion was made by the Treasurer to Reinvest a \$100,000 Certificate of Deposit in a new one year CD which would pay approximately 4.5%-4.6% . The action was electronically sent and all Board Members responded in kind in the affirmative.

MINUTES FROM DECEMBER 15TH BOARD MEETINGS:

Motion to Approve the December 15th Minutes:

Motion to Approve: Vince D’Angelo

Seconded: Bill Hanigan

Vote: The motion passed with unanimous vote and with noting that those attending via video were recognized and noted, as they are in all previous and current votes.

TREASURER’S REPORT

Roger Carron reported that an error had occurred when the financial chart was sent to the President and placed in the Annual Letter to Homeowners. The chart had totals that did not match the sums of the columns. The error was not caught before the Annual Letter was transmitted. An explanation was provided. It was further determined that an update to the Annual Letter with the correction would be sent as soon as possible to homeowners

The Treasurer Report generated as of January 20th reflected a total Reserve Fund balance of \$451,950.81 and checking of \$54,544.48. This reflected January Assessment payments and that there were no outstanding invoices. As Roger reported we have no outstanding bills and are in good financial shape.

Roger reported that \$101,000 Certificate of Deposit was secured with a one year maturity at a rate of 4.65%. In that the amount of the mature CD was higher than \$100,000 the full amount was rolled over into the new Certificate. In that the amount was different a motion was presented to cover for the additional interest earned.

Motion: To amend the Board's January 6th action of purchasing \$100,000 CD to the corrected amount of \$101,000 with the interest rate of 4.65%

Motion to Approve: Bill Hanigan

Seconded: Bob Beres

Vote: The motion passed unanimously

Anthony Embrogno stated that he should have all the 1099's sent by the end of the week and that he would commence working on the 1120-H tax form.

Motion to Approve the Treasurer's Report

Motion to Approve: Vince D'Angelo

Seconded: Bill Hanigan

Vote: The motion passed unanimously

DESIGN REVIEW REPORT

Vince D'Angelo, DRC reported that he had no design requests since our last meeting.

PROPERTY MANAGER'S REPORT

Bruce Buller updated the Board on a variety of issues on which he had worked.

Homeowner Contacts:

- A light cover of a front lamp post was found in the bushes. Repairs were made
- Homeowner had damage to a mole deterrent device by the mowers and was asking for reimbursement of the device amounting to \$10.00
- A homeowner had a question as to what can be done about the moles. Several approaches were mentioned. The resident asked that information be sent to homeowners.

Snow related issues:

- Recent snowfalls had three homeowners call. Bruce in turn conveyed information to the contractor.
- A snow plow hit one of the mailboxes. Bruce has called for repairs to be done.
- Tree Masters will be trimming, but was requested to wait until there is a clear spell with the snow on the ground. Clean-up of the branches is the issue

Contracts and Proposals:

- Akron Pest Control has offered a three year extension of their contract with a 7.5% increase over the duration of the contract and based on current contract costs. A brief discussion ensued about the current service and the proposed contract.

Motion: Move to approve the three year Akron Pest Control Contract as offered with its 7.5% increase over its duration

Motion to Approve: Vince D'Angelo

Second: Roger Carron

Vote: The motion passed unanimously

- Removing of excess mulch was previously discussed and Bruce had information on several proposals from contractors. The proposal specified 15 front landscapes (which Bruce will identify) to have their excess mulch to be removed. It does not include the spreading of new mulch, which is covered under a different contract for all homeowners. Costs and contractor performances were discussed.

Motion: Moved to approve the proposal provided by Jackson Hunter to remove the excess mulch.

Motion to Approve: Bill Hanigan

Second: Shawn Smith

Vote: The motion passed unanimously
- Hard Trim of shrubbery around the ponds: It has been more than a few years since the shrubbery around the ponds was trimmed. Bruce had been asked to obtain estimates on the cost for a heavy trim to the shrubbery. He obtained prices and found that Jackson Hunter was significantly less. Budgetary concerns were presented and discussion on how the savings within the budget of the previous service offered the opportunity to proceed with this need.

Motion: Moved to approve the proposal provided by Jackson Hunter to conduct a heavy trim on the shrubbery around the ponds.

Motion to approve: Shawn Smith

Second: Bob Beres

Vote: The motion passed unanimously
- The flags at the front entrance need to be replaced. There was no disagreement to that need and a motion was made.

Motion: Move to approve the replacement of the current flags at the front entrance.

Motion by: Shawn Smith

Second: Vince D'Angelo

Vote: all present voted in the affirmative

Holiday Lighting will go out for bid for next year. There were several issues dealing with electric problems including a breaker, this past year.

Bruce Buller has continued to research means and costs by which the mole issue could be addressed. The exterminators, who would tackle such service, were few and expensive. Means of removal were discussed as well as their potential impact on homeowner pets, children, etc. It was clear that any comprehensive action by the Board could not be covered by the current budget or funds received under the current monthly assessment amount. It was determined that correspondence would need to be drafted explaining the options and the costs to homeowners and whether they wish to incur the cost of a comprehensive approach.

OLD BUSINESS: None

NEW BUSINESS:

The scheduling of further discussion with the contractor of the Reserve Study will be planned for after March 20th so that Shawn, Bob and Bill would be available.

Shawn stated that there are issues with the Board's continued use of Dropbox, and there is need to have our electronic cloud holding of Board files and folders moved to Google Drive. This is not a cost item and action will be taken to move the files and folders.

The Board was informed that Frontier Communications will be running fiber lines in our Fox Meadow development starting in the Spring. The Board has information on the contacts and will share our concerns and in coordination with the Master Association. The Board has no control over this third fiber install.

Vince D'Angelo provided the Board with information on a forthcoming Montville Township Comprehensive Plan and its survey to residents. Vince has been part of the Township Zoning Advisory and received information and input on the Plan's construct.

Just prior to the meeting, the Board learned of three by-law changes that the Master Association had drafted and mailed to all residents. The three changes included: 1) solar collection devices, 2) Fox Meadow Lake watercraft electric horsepower restriction, and 3) restrictions over leasing of residence. The leasing issue is one that our Board was planning to address. The Board was asked to review said draft for comments.

The last issue on the agenda dealt with the Annual Letter which was previously discussed.

Shawn covered several items that would need to be completed prior to our January meeting. The bookkeeping process to zero out our checking balance at the yearend for Reserve Fund purposes and the drafting of our Year End Letter to Homeowners

NEXT MEETING: Date & Location: TBD

ADJOURNMENT at 5:58 PM:

(Minutes were prepared by William Hanigan, Secretary)