

BIRCH RUN PHASE II- HOA MINUTES

JUNE 23,2020

In Attendance: Dean Higgins, Fil Fina, John Essig, Sean Kane, Bill Noonan and Dick Heffern. John Safford-Edgewater. All attendees participated via Zoom.

Approval of Minutes- Motion to approve by Fil and second by Dick. All approved.

Treasurer's Report- Sean Kane: May 2020 Financials -Cash-\$11,245.03 and Ending Balance-\$9,634.97. All bills current.

Motion to approve by Dick and second by Fil. All approved.

Managing Agent Report- John Safford-HOA and SD:

-Cleveland Bros. has continued with weekly mowing. They are trying to avoid cutting damaged grass due to dry weather.

Two fertilizing and sprayings also have been completed by Cleveland Bros. as well.

-Facility issues also have been addressed including damage caused by two serious windstorms. Three trees were knocked

down. In addition, a tree at 21 Saratoga Circle also was downed. The Association will remove three of trees and the owner

is responsible for removal of the tree at 21 Saratoga Circle. Bids were requested from several tree surgeons. A choice is

expected to made in the near future. A light pole also was damaged and needs to be replaced. An insurance claim was filed

on the light pole damage. The claim was approved and a check in the amount of \$1,000 was received from Philadelphia

Insurance Company. John also noted that bids have been requested from Wiring Concepts and Spa Electric to replace the light pole.

-Renewal dates for vendor contracts were also noted: Edgewater through December 31, 2021; Cleveland Bros. through

March 30, 2021; Insurance through August 1, 2020 and County Waste through December 4, 2021.

Old Business

-The annual meeting was discussed. It was noted that 20 days notice of the meeting

to owners was required. It was agreed that the meeting would be held via Zoom. There will be two openings on the Board for positions held by John Essig and Bill Noonan, John will prepare the ballot and suggest dates for the annual meeting.

- Replacement of Tracy Riley as a Board member also was discussed. It was agreed that Susan Clare would be asked by the Nominating Committee if she wanted to serve on the Board. The Committee also will nominate Board officers for 2020-21.

-The Board also discussed painting of units as well as the inspection that is needed to be done before painting can start. Fil agreed to talk with Tim Powell about the pre-painting inspection work so that it can be described in the letter to be sent to owners. It was agreed that the cost of inspection would be included in the painting cost. John will notify owners of the need for inspection before the painting is done.

-Dean said he would check on the status of the UDO and the Saratoga Hospital medical building project.

-The Grounds Committee needs a replacement for Tracy Riley. The remaining members Bill and Katie Kane will look for a replacement.

-The Board discussed identifying common areas within Phase II for the purpose of tree work. John said he would provide Board members with a map of Phase ii. Fil said Phase I did a survey of trees in its common area. He will check to see if the trees near the Collins' driveway are on Phase II common property. It also was agreed that the Board would walk the common areas to review where tree work may need to be done.

New Business

-Several architectural applications were reviewed. Jim and Cindy Oplinger's application to replace their roof and add windows and screening on the back porch was approved on a motion by Dick and a second by John. In addition, replacement of a garage door for Lynn Hurley and conversion of a window for Ann Samuelson were approved with a motion by Dean and a second by Dick.

-Phase II Insurance policy will need to be renewed by August 1, 2020. It is expected that the premium increase will be 5% or higher. Dean will discuss the renewal with John Safford.

-Access to utility boxes and transformers and responsibility for insuring access was discussed. Dean asked Bill, John and Dick to review the

issues and areas affected to determine financial responsibility for access and services.

Adjourn

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