



SPRUCE HILLS CONDO ASSOCIATION
P. O Box 414
Glen Gardner, NJ. 08826
Tel: 908-537-7515

Email: pmanager@sprucehills.org

Spruce Hills Condo Association
Minutes of Open Session
Spruce Hills Clubhouse
August 22, 2023

Welcome and Call the Meeting to Order: Meeting called to Order at 7:05 PM
in person and via ZOOM.

Board Members Present:

John Brown	President
Elizabeth Swain	Vice President
Jim Rispoli	Trustee
William Palaferro	Secretary
Terri Slagle	Property Manager

Board Members Absent:

Jerry Ford	Treasurer
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Guests :

Donna Shahrabani	Legal Counsel Buckalew Frizzell & Crevina LLP
Matt Samer	Sales/Field Operations Expert KPI2 Enterprises, Inc,

Association Members Present:

- Dorothy Nicolai 111
- Dan Krzyzkowski 202
- Thomas Zutkawski 305
- Matthew Duffy 503
- Joshua Minnich 509
- Emily Minnich 509
- Donna Riggi 512
- Samantha Hauenstein 601
- Benjamin Incantalupo 601
- Brian Farrell 808
- Janet Traphagen 814
- Kenneth Madeley 1001
- Fleur Baumgartner 1004
- Pam Katzenback 1016
- Jennifer Cardone 1104
- Clare Cucco 1303
- Carol Karas 1306
- Charles Czohla 1315
- Lindsay Licwinko 1409
- Michelle Brito 1511
- William Sauder 2004

Motion to approve Minutes.

Open Meeting 7/17/2023 Board Approval vote tabled until next Meeting.

Treasurer's Report

	<u>July 2023</u>	<u>August 2023</u>
Checking –	\$ 1,131.67	\$ 78,341.38
Savings -	\$ 258,637.14	\$ 259,189.87
Capital Fund -	\$ 269,574.28	\$ 269,574.28
Special Assessment	\$ 290,466.27	\$ 363,928.28

Amounts will change after Mondays deposits*

Motion to Accept

Treasurer Report

Elizabeth Swain 2nd

*All in Favor and Motion Approved

Motion to Approve

Bill List

Elizabeth Swain 2nd

*All in Favor and Motion Approved

Motion to hire Terri Slagle as Property Manager for Spruce Hills Condominium Association.

Elizabeth Swain

John Brown 2nd

Donna Shahrabani found no restrictions in Master Deed, By-Laws, or State Law prohibiting a Unit Owner from being Property Manager.

*All in Favor and Motion Approved

KIP2 Contract

Tabled from 07/17/2023

Board Approval vote tabled until next Meeting.

Open the floor for discussion.

Board Discussion

Donna Shahrabani

Delinquencies - Liens and Law Suites filed resulted in payments.

Fire hazard from Ion Battery chargers and devices.

Contact Fire Marshal for status of any local Ordinance.

Consider Resolution to Ban them as flammable materials.

Permit Status

All obtained that covers current work.

Status of Building 13

Completion by mid-September 2023

Status of Building 17

Completion by mid-September 2023

Next Buildings

Building 6 then Building 7 spring of 2024

Others will be based upon DCA Report of Violations and CP Engineering Inspections.

Hardie board Siding

Some was removed from Building 13 and saved for reuse at another Building. Replaced with Vinyl.

Unit Owner 1315 - When was Hardie installed?

Between years 2012 – 2015.

Damage found to structures

Headers and flooring among other.

Cost Issues

Unit Owner 1511 - Will KPI2 assist?

They pre-purchase materials and store in their warehouse.

DCA Inspections

Next are expected to be scheduled within 4 to 6 weeks.

Trespassing at Pool area

Donna Shahrabani advised not to confront violators; instead, report criminal activity to Law Enforcement.

Pool Passes

Stop charging Fee for a 2nd Guest Badge.
The maximum number of Guests at any one time allowed in the pool is two (2) per Unit, (one with a Guest's badge and one other). A Guest Fee will be charged for the second Guest.

Parking Issues

Unit Owner 808 – Provide 3 vehicle stickers per Unit.
Due to the limits on available parking spaces, the Association reserves the right to restrict the number of motor vehicles registered to any specific Unit.

a. Units occupied by up to (2) licensed operators are limited to (2) vehicles kept outside of a garage.

b. Units occupied by (3) or more licensed operators are limited to (3) vehicles kept outside of a garage.

Other issues

Unit Owner 1004 - Cleanup Junk and Trash around Maintenance Area.

Unit Owner 503 - Requested leak status update.
Will be investigated.

Unit Owner 1303 - What is the cost of Sliding Glass Door?
Depends on the size and purchase price.
\$650 to remove and install.

Unit Owner 512 - How are Structural damage repairs paid?
Covered with Special Assessment.

Unit Owner 1306 - Are entryways being replaced?
No.

Unit Owner 1004 - Lack of stairway light during work.
Temporary lighting will be provided.

Unit Owner 1409 - Any Structural damage at Balconettes?
Yes.

Next Meeting

The next Board meeting will be Monday, September 18, 2023, at 7pm.

Motion to close meeting at 8:40 PM

Elizabeth Swain 2nd

*All in Favor and Motion Approved

John A. Swain
10/6/2023