

**THE VILLAGES OF CREEKSIDE HOMEOWNERS ASSOCIATION, INC**  
**ANNUAL HOMEOWNERS MEETING**  
**May 3, 2021 via Zoom**

Annual Meeting Minutes

Introduction

President, Chris Gaughan, called the meeting to order at 6:32 PM and welcomed everyone. Chris thanked the Board members for their time and effort, as the Board of Directors is a completely volunteer group whose goal is to protect homeowner property values and maintain Creekside as a pleasant neighborhood to live in. Due to the virtual aspect of this meeting, we asked that any comments or questions that homeowners had be submitted in advanced to be addressed after the Committee reports.

Approval of Minutes

Lorie-Ann Bartal motioned to approve the 2020 Report, seconded by Dan Fields. No annual meeting was held in 2020 due to the COVID 19 pandemic.

Financial Report and Audit Committee - Lorie-Ann Bartal

Financials:

As of the reported 3/31/2021 financials, the HOA maintains \$111,169.58 in the Operating and Reserve accounts and is within budget year to date. Recent Capital Reserve projects in 2020 included resurfacing of the basketball and tennis courts. The 2021 budget was created and is available to download and view on the Homeowner's page of The Villages of Creekside Website, [www.thevillagesofcreekside.com](http://www.thevillagesofcreekside.com). At present, there are no Capital Reserve projects planned for 2021.

Audit:

Lorie-Ann highlighted that during the first quarter of 2021, the audit committee reviewed the last four years' annual budgets, 2017, 2018, 2019 and 2020, as compared to actual operating costs to determine if there were any opportunities to reduce expenses. As a result of the analysis, a special Board meeting was held on April 14, 2021 to review the results which lead to the creation of nine (9) workstreams. If all nine (9) workstreams are pursued this could potentially lead to approximately \$10,000.00 in savings that could be utilized for repairs to the pool and community center. The Board has a special follow-up meeting scheduled this month to continue discussions.

Lawn and Landscape Committee - Karen Kohr

Penn Turf will be our community landscaper again this year. They are in year two of a three-year contract and are doing a great job in maintaining our grounds. One struggle we are facing is getting the grass to grow on the center islands along Creekside Drive. We are working on a solution and will be aerating and reseeding again this year.

Buffer:

We are continuing our work with Penn State and the Riparian Rangers. The area seems to be doing well as the general maintenance plan seems to be working. Tree survival rate is excellent, and we are getting a handle on the invasive weeds. Later, this spring we plan on installing three more bluebird boxes.

In early spring, the rangers did live staking along the creek bank. The creek bank will be our next focus. I am currently working with the Ranger to obtain a grant for creekbank restoration. However, it may take a few years and several applications until we get approval.

Sinkholes:

Since last August, we needed to repair 6 sinkholes in the community. Total cost for these repairs was a little over \$19,000. We will continue to monitor the situation.

Tree Maintenance - Clair Weaver:

We continue to watch the Ash tree borer in trees along Creekside Drive. We have been treating most of the trees the last few years. Those treated have been holding their own the last couple of years. We removed eight (8) more untreated trees but did not replace any because they were in congested areas. Because of the high estimates to do Phase 2 pruning and dead wood from North White Oak circle to south Waterside circle we elected to respond to needs only in 2021. We will be looking at phase 2 and 3 for next year's budget. We have treated some evergreens at the south entrance this spring. Currently we are watching for the need to treat to prevent damage by the spotted lantern fly.

#### Maintenance Committee

The Maintenance Committee is responsible for the maintenance and upkeep of the physical structures of the community, mainly the Community Center, pool, and adjacent recreational areas. The committee also obtains bids on repairs or services required for the normal operation of these areas.

Pool Report - Emily Hackleman:

The community pool is getting ready for use for the 2021 season with an anticipated open date of May 29, 2021. The pool will be open from dawn to dusk with access to the Village Center building closing fifteen (15) minutes after dusk to perform routine maintenance. This pool will continue to be a "swim at your own risk" pool as there will be no lifeguards on duty. There will be pool attendants available during the busy afternoon and early evening hours daily. The attendant will be available for pool questions and to perform cleaning maintenance of the facility. To increase the safety of the pool, residents are asked to sign a new electronic agreement of rules and register their pool key card/FOB for the 2021 season. Look to Facebook (search The Villages of Creekside Community Events), the website ([www.thevillageofcreekside.com](http://www.thevillageofcreekside.com)), email and Village Center door signage for the link to register! The Board is looking forward to a fun and safe summer at the pool!

Maintenance Report - Dr Dan Fields:

A brief summary of projects completed in 2020/21 include the replacement of the community center roof, installation of motion lighting surrounding the pool deck, basketball courts and front of the village center, and resurfacing and repainting of the tennis court and basketball court. In addition, there was the restoration of the chandelier in the foyer of the community center which is illuminated each day. With assistance from the Landscaping Committee (Karen Kohr) and the Social Committee (Rachel Bowman) we addressed several needs in the front of the community center; mulch was placed around playground equipment and landscaping was completed. Significant maintenance and repairs were also made to the doors of the main entrance to the community center and pool area, adding to the security of the community center. On a smaller level, the Maintenance Committee continues to remove old supplies, parts and debris from closets and storage areas, pump house, etc. We are currently scheduled to power wash the pool deck and walkways, restock the vending machines located in the community center and focus on improvements to the pool filtration system. Goals for the summer of 2021 include improving the condition of the men and women's bathrooms and beginning to replace some of the pool furniture (chaise lounges, chairs, table and umbrellas).

Architectural Committee- Kevin Kohr

In 2020, thirty-nine (39) requests were submitted and approved. So far in 2021 there have been eighteen (18) requests submitted and approved. Request forms can be found on the Creekside website, [www.thevillagesofcreekside.com](http://www.thevillagesofcreekside.com). All homeowners are reminded that written approval must be obtained from the HOA before any exterior change is made to the architecture or landscaping of your home. Even if you receive approval from the HOA, the homeowner or contractor is still required to contact the Township to see if a building permit is required for your project before any work begins.

### Publicity Committee - Rachael Bowman

Creekside has a website, [www.thevillagesofcreekside.com](http://www.thevillagesofcreekside.com), where forms and helpful information can be found. Rachael has been working on new two new pages on the website, "Payment Options" and "Frequently Asked Questions." All suggestions are welcome. Please email them to Rachael at [rachael.bowman@gmail.com](mailto:rachael.bowman@gmail.com) or message her on Facebook. A Facebook page, The Villages of Creekside Community Events, has been created to keep community members informed about community events and for neighbors helping neighbors. Reminder - Facebook is not meant for communications to and from the Board of Directors. Please contact Horst Management for Board issues including complaints and comments. A lot of community information is communicated through email. To get on the email list, please contact Horst Management. Sadly, Mountain View Magazine is being discontinued. The last Edition is in May 202

### Welcoming Committee - Emily Hackleman

Denise Kuchling chairs the Welcoming Committee and does a wonderful job greeting new neighbors and offering them a plant. Since our 2020 Annual meeting report, The Villages of Creekside has welcomed twelve (12) new members of the community, and seven (7) since the start of 2021! If you are new to the neighborhood and have not been welcomed, please contact Horst with your contact information as we do not want to miss anyone. Everyone is encouraged to welcome new neighbors.

### Social Committee – Rachael Bowman

No events were held in 2020 due to COVID, however a scavenger hunt was held for the neighborhood kids at Halloween. The following events are planned for the remainder of 2021:

- Annual Yard Sale is May 22, 8:00 am-1:00 pm
- Summer Picnic - Sunday, August 22, 4:00 pm-6:00 pm
- Halloween Party - Sunday, October 24, 3:00 pm-5:00 pm
- Holiday Party - Sunday, December 12, 3:00 pm-5:00 pm

Events are listed on the website. Please contact Rachael Bowman if you are interested in helping with any of these events by emailing her at [rachael.bowman@gmail.com](mailto:rachael.bowman@gmail.com) or messaging her on Facebook. Your assistance would be greatly appreciated!

### Nominating Committee – Karen Kohr

Karen announced the voting results for the 2021 Board election. Lorie-Ann Bartal, Dan Fields, and Matt Lebo were elected to the Board.

### Neighborhood Watch Committee - Chris Gaughan

Chris reported that Creekside remains a very safe place to live. We are fortunate to have little to no criminal element in the neighborhood. In an effort to curb graffiti on the underside of the creek bridges this past year, the Board painted over existing graffiti and installed electronic surveillance and signage. Upon last inspection of that area, that solution appears to have worked to date.

As Chris has said in years past at this meeting, every homeowner in Creekside plays a part in Neighborhood Watch. As the saying goes, "If you see something, say something." For immediate action, a call to NC Police is always your best option.

### Community Issues – Chris Gaughan

There are three main topics that the questions sent in advance revolved around.

Positive comment about of the quality of candidates that volunteered for the Board. Three were elected and the fourth is the alternate.

The Community Center Amenities (Tennis and Basketball Courts) being used by individuals who are not residents of Creekside. The suggestion was made to install gates with fob access distributed to Creekside residents only. At this time it is cost prohibitive, but the Board will continue to look into options such as signage as a solution.

If there is anyone congregating in the Village Center parking lot after hours and causing disturbances, Chris recommended that folks that live in the area contact North Cornwall police as the HOA does not have private police.

Concerns about traffic and speeding on Creekside Drive:

The Board has been communicating with the Township on this issue and has made progress. Although the Township is not entertaining suggestions for speed bumps and stop signs at this time, some progress has been made regarding this issue. Chris read a letter from North Cornwall Township regarding speeding and pedestrian safety:

North Cornwall Township reviews every residents' concerns with regards to road safety very seriously. The township received concerns from residents of Creekside in 2015 that many cars were speeding. In response, the township conducted a traffic study using a traffic data recorder, a device that counts the number and speed of each vehicle. The results of the 2015 traffic study indicated that 6.2% of the traffic could have been cited for speeding. As a result of the 2015 traffic study the township increased the speed enforcement in the community. New concerns were voiced this year by Creekside residents regarding vehicles speeding and pedestrian safety. Once again, we conducted a traffic study this time expanding the location to include intersection of Creekside and Waterside. The percentage of possible citations for speeding of all traffic decreased from 6.2% to 3% in the same location versus the 2015 data. The location near the Village Center had 0% of the traffic that could have received a citation for speeding. Additionally, the important information is the average speed at Meadow/Creekside intersection was 29.9 MPH and near the Village center the average speed drops to 25.9 MPH.

New data has become available since 2015 that indicated that making the lane of travel narrower has a shown to have a 78% chance of slowing traffic. In response to the 2021 traffic study, the township will be placing a white line along Creekside drive to make the lane narrower and will maintain a police presence in the community.

It is vital that you recognize that the white line does not create a "sidewalk or safe zone," it will create an improved street shoulder.

However, this action alone will **not** increase pedestrian safety to a zero-risk situation.

The individual pedestrian or cycles must take responsibility for their own action. During an on-site meeting with a Penn Dot safety engineer, we observed multiple pedestrians ignoring common pedestrian safety rules. Common rules such as **walking facing traffic or staying to the extreme side of the road**. We ask that you educate yourself and fellow resident on proper pedestrian safety. I have attached a sheet that was sent to me from [www.nhtsa.gov/road-safety/pedestrian-safety](http://www.nhtsa.gov/road-safety/pedestrian-safety) that highlights 10 pedestrian safety points. I will source cycle safety information and forward in the near future.

Adjournment- Chris Gaughan adjourned the meeting at 6:59 PM.

**Thank you for your attendance!**

