

Spruce Hills Condo Association  
**Minutes of Open Session**  
Spruce Hills Clubhouse  
January 15, 2019

Call to Order: The meeting was called to order at 8:00 pm

Board Members Present: Janet Traphagen      President  
Joe DeVergillo      Vice-President  
William Palaferro      Treasurer  
Tim Todd  
Robert Hart Jr.      Secretary

Property Manager:      Michelle McCartney

Assoc. Members Present:

1	Martha Sandstrom	1107
2	Annette Anderson	2002
3	Bill Sauder	2004
4	Gina Ambrosio	2014
5	Fleur Baumgartner	1004
6	Joanne Morrow	1207
7	Alan Theesfeld	916
8	Clare Cucco	1303
9	Danielle Rettino	1414

Glen Gardner Mayor      Mattias Schroeter

Approval of Minutes:

Dec. 4, 2018 - Working Meeting

Motion: Joe DeVergillo      Seconded: Janet Traphagen

All in favor and motion passed

Treasurers Report:

	<u>November</u>	<u>January</u>
Checking Account	\$10,159	\$8,633
Savings Account	\$33,878	\$113,525
Capital Reserve	\$358,584	\$360,085

*Motion to accept Treasurers Report*

Motion: Joe DeVergillo      Seconded: Janet Traphagen  
All in favor and motion passed

*Motion to approve the Bills List*

Motion: Joe DeVergillo      Seconded: Janet Traphagen  
All in favor and motion passed

Completed Projects:

- Roofing on Buildings 15
- 1705/1706 Stud & double plate replacement
- Water Shut-Off valve replacements: 102, 115, 1013-1014, 1112
- Emergency septic repair at 1611/1612

Projects still in process:

- Replacement of pump for Sewer Plant
- Replacement of check valve for Sewer Plant

Discussion:

1. Special Assessment: Reserve Study has been received in a draft form. Board is currently reviewing the report and will be conferring with Becht Engineering on a few questions needing clarification. Therefore, no final determination has been made on the amount or start date for the pending special assessment.
2. Mattias Schroeter, Mayor of Glen Gardner addressed the meeting to review some of the current activities of the Borough.
  - Water Meters: Borough wide, all but 12 meters have been replaced.
  - The Mayor noted that the Water Agreement still has to finalize the between and the Borough and Association.
  - Glen Manor Drive: The grant to rebuild the intersection of Glen Manor and Rt. 31 has been approved. The project is now in the design phase and the Borough is looking at a variety of things such as adding some sidewalks.
  - Data indicates that about 1,000 cars per day use Glen Manor Drive.
  - The Borough, in cooperation with Bethlehem Township, is addressing the cars speeding down the hill on Glen Manor Drive. The speed limit on the Bethlehem Township section of Glen Manor was previously 50 mph, changing to 25 within the Borough. The Township has lowered their part of Glen Manor to 35 mph.
  - Recycling: This remains a continuing problem for the Borough, more due to the volume of recyclables than anything else. The Mayor expressed his appreciation to the Association for implementing the trial use of dumpsters to help mitigating the problems.

He also noted the continuing growth of the use of boxes, particularly during the holidays. The Borough will be exploring options to improve the recycling and suggested a committee to discuss the options and concerns of Borough residents.

- The Borough is looking into other programs for the residents and noted that the County has a “Mr. Fix-it” program to assist the elderly and perhaps the association should explore that program and include it on our web page.
- The Mayor was asked about the truck noise on Rt. 31 resulting from the use of their engine brake or “Jake Brake”. The Mayor also expressed his frustration with the noise but the Borough has limited ability to address it at this time.

Board President, Janet Traphagen thanked the Mayor for taking the time to address the Association and working with us on a variety of issues.

#### Open Floor:

1. Unit 1107 noted that the tree in the entry way of her building appears to be dead.

Michelle McCartney noted that the recent sewer issue at building 16 resulted from roots of the tree at the entryway to 1611 and that it was the second such occurrence in the last few years. The Board may want to consider the costs of those repairs and possibly others in the future before replacing the tree.

2. Inquiries were made as to the status of the Reserve Study.

Janet Traphagen noted that a draft of the study had been received only a few days before and the Board was currently reviewing it.

3. Unit 1107 asked who was responsible for the insulation in crawl spaces?

Janet Traphagen said that Unit owners are responsible.

4. Special Assessment:

- a) Q: What is the status of the assessment?

*Board: We are reviewing the recently received Reserve Study and no final determination has been made at this time.*

- b) Q: When will the assessment be implemented?

*Board: Once the Board has made a final determination upon finishing their review of the Reserve Study, we would prefer to implement it as soon as reasonably possible so as to be prepared to begin the roof replacements.*

There being no further questions, the meeting was adjourned at 9:30 pm.

The next Board meeting will be Tuesday, February 19, 2019

Signed: Janet K. Lyphage Title: President  
2/20/19