**SPRUCE HILLS CONDO ASSOCIATION**

 **P. O Box 414**

 **Glen Gardner, NJ. 08826**

 **Tel: 908-537-7515**

 **Email: pmanager@sprucehills.org**

 **Minutes**

**Open Meeting August 19, 2024**

**Welcome and Call to Order**- Meeting opened at 7:05pm

**Board Members Present**

* John Brown, President
* Betsy Swain, Vice President
* Jim Rispoli, Trustee
* Jerry Ford, Treasurer
* Terri Slagle, Property Manager

**Community Members Present**

* See attendance below.

**Motion to approve Minutes.**

* 7/29/2024 Open Meeting minutes approved- motion JB, JF 2nd, all in favor- approved.

**Treasurer’s Report**

*July 2024* *August 2024*

Checking – $45,604.42 $28,516.28

Savings - $427,014.42 $457,079.15

Capital Fund - $324,838.10 $334,399.59

Special Assessment - $252,955.00 $247,057.38

***\*\*Note: Capital Fund account pending deposit for August ($9558.00)***

***\*\* Deposit amounts current as of 8/16/2024, will change after the next deposits.***

**Motion to accept:**

* Treasurer report- JB, JF 2nd, all in favor- approved.
* Bills list- JB, JF 2nd, all in favor- approved.

**Board Discussion**

1. KPI2 and construction update: A few unit owners have reported leaking windows and sliding doors. KPI has scheduled an inspection for leaking windows and sliding doors for Friday, 8/23. They plan to do a water test to identify and fix leaks during the inspections.
2. Status of Septic System: Received four RFPs; two are being considered (Harrington and Cedar Ridge); Negotiations to aim for a budget around $300K; Plan to replace six tanks with a large tank and relocate pumps; Plan to meet with contractors next week and finalize a budget by mid-September; Contract is needed and will be drafted by attorney with assistance from Engineering Firm.
3. Billing of doors and windows for buildings 6, 13, and 17: Incorrect billing identified for five individuals/units; stressed importance of resolving billing conflicts before billing occurs for buildings 1, 3, 4, and 5.
4. Reminder of Responsibilities: Association is responsible for siding, decks, balconies, and structural damage; Owners are responsible for interior issues such as specific repairs like pest removal,
5. HOA Fee reminder- $295/month effective 4/1/24; people are still remitting the old amount of $280: Reminder to update auto payments due to fee increase from $280 to $295; Late fees are charged but leniency is shown for minor discrepancies.
6. Dryer Vent cleaning is due 9/30/24: Advised owners are free to use any company they wish, however ProClean is offering a discounted rate; If in violation, $100 fine applies and will be recurring until proof of cleaning is provided to the office.
7. Dumpsters and Trash: Noticing issues with maggots due to improperly tied trash bags; Please ensure you are using the entire space in the dumpster- sometimes this means walking around and disposing of your trash in the back.
8. Storm Drain Repair- building 11: Storm drains are collapsing due to age- Hicks will be onsite to repair the storm drain at building 11.
9. Electric Vehicles- we are working on a resolution with the attorney: Challenges with installing charging stations for units without garages; exploring options with companies that install and manage charging stations.

**Open the floor for discussion.**

* Unit owner 2102 has no access to attic from the unit. Wondering how they are responsible for the removal of mice, squirrels, etc. in the attic when they do not have access, the Board will investigate.
* Unit owner 814 requests the concrete in entryway be repaired; questioned when Budget will be posted online- advised Budget is available in the office for review with an appointment; questioned if landscaping company is responsible for cleaning the entryways- her quad has not been cleared and there are weeds in the bump out area- advised to feel free to weed, it will help. Also asked what is plan for next year- advised CP engineers will be making determination on next buildings.
* Unit owner 115 inquiring about water intrusion/damage from removing/replacing doors- water stain on ceiling- is that going to be taken care of? Also, the electrical socket outside is not working; Wicki checked that, and it is working- there is likely a breaker that needs to be reset inside the house.
* Unit owner 503- still getting water stains from unit above,

**Next Meeting**

The next meeting will be September 23, 2024

**Motion to close meeting-** meeting adjourned at 815pm.

**Attendance list**

1. Janace Passaro- 606
2. Michelle Brito- 1511
3. Janet Traphagen- 814
4. Fleur Baumgartner- 1004
5. Barbara Plundeke- 115

**Zoom Attendance**

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| 1. Erika- 315
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| 1. Karen- 110
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| 1. Benincantalupo- 601
 |
| 1. Matt Duffy- 503
 |
| 1. Lucy- 1109
 |
| 1. Vassili- 105
 |
| 1. William- 815
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| 1. Theresa S- 2102

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| 1. Jeff Stieh- 614
2. MaryAnn Z- 1713
3. 1709 (bouchaib Elhalabi)
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| 1. Joseph Devergillo- 406
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