

Middleton Estates Community Association
Carlisle, PA 17013
Monthly Board Meeting

Date: April 11, 2023

Time: 6:30 pm

Location: Stuart Community Center

Board Members in Attendance: Jan Verow, Judy Darr, Christina Gerlach, Jennifer Michaud, Jordon Michaels, Jim Porter

Board Members Absent: Shana Strohecker

The meeting was called to order by Jan at 6:30 pm.

Open Floor - Waived since no homeowners were present.

Approval of March Minutes - Minutes of the March 2023 meeting were distributed and reviewed. Jordon moved to accept, Christine seconded and acceptance was unanimously approved.

COMMITTEE REPORTS

Publicity & Communications – Jan reported that there have been incidents, captured on video, of two children causing problems, including taking items off people’s porches. They are in the process of being identified and their parents and/or the police will be contacted as necessary.

Jan has prepared an updated Membership Agreement reflecting the recent changes to dues and the termination of quarterly and semi-annual payment discounts.

A new Yard Sale sign has been ordered. Jan will prepare and distribute a Yard Sale flyer in the near future.

Budget/Finance/Delinquent Accounts & Notices - Jan distributed an updated list of past due accounts. Though progress in collecting on these accounts continues to be made and the overall amount past due has decreased slightly since last month, there are still several accounts that require additional collection activity. The Board decided that any account with a balance in excess of \$1,000 will immediately be referred to our attorney to start legal collection proceedings and that all accounts \$200 or more in arrears will receive a letter from the attorney rather than from the Association.

Update bank balances were distributed to Board members. 57 Homeowners have paid their 2023-2024 dues annually. To date, there are 14 homeowners using the ACH option, with a 15th application received on the day of the meeting.

Architectural & Maintenance – The mulching date has not yet been received from our landscaper but will be communicated once it has been.

Tenants of one landlord have not been properly maintaining their yards, driveways, etc. A letter will be sent to the landlord informing them of their obligation to correct this. On a related note, all landlords and property management companies doing business in the community will be sent a copy of the Quick Reference Guide that spells out these obligations.

Dogs without leashes and not under control of the owners continue to be a concern. Most recently, we received a report of an individual, presumably a resident, allowing their dogs off leash in the park in violation of both the Township Code and the Association By-Laws. The person reporting was this was asked to obtain photos if this happens again. A sign will be placed as a reminder that dogs must be leashed at all times.

The discussion of the above topics led to a discussion about imposing fines for non-compliance with the Association By-Laws and other rules. The Board has been advised by our attorney that we have the authority to do so and will be researching establishing appropriate amounts for violations.

Jan went over the terms of our agreement with Waste Management. The original 5 year contract with Advanced Disposal took effect on September 15, 2020, prior to their acquisition by Waste Management. Rates and cost of living increases are limited throughout the contract term, but given the recent cost increases incurred by local communities we expect to be quoted a significantly higher rate when it expires. This anticipated increase will be considered when determining annual budgets going forward.

Judie spoke with our landscaper and learned that we could reduce our costs for trimming bushes if the existing bushes were replaced with a variety requiring less maintenance. Because almost all of the bushes in the community are located on the private property of homeowner's this is not something that the board can mandate.

If the post office allows us to do so, Judie offered to paint the mailboxes and pedestals to improve their appearance if the Association provides the paint.

Christina had contacted PP&L in mid-March to request that our light poles be painted. We are on the list to have this done, though no date has been established. If we receive advance notice of a date it will be communicated to the community.

NEXT MEETING DATE: The next regular monthly Board meeting is scheduled for May 9, 2023.

The meeting adjourned at 8:05 p.m.

Submitted by Jim Porter

HOA e-address: middletonstatesboard@gmail.com

Treasurer's e-address: mecatreasurer@gmail.com

Mailing address: Box 248, Carlisle, PA 17013

Website: middletonstateshoa.com