

Middleton Estates Community Association
Carlisle, PA 17013
Monthly Board Meeting

Date: May 9, 2023

Time: 6:30 pm

Location: Stuart Community Center

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

Board Members Absent: Shana Strohecker

The meeting was called to order by Jan at 6:33 pm.

Open Floor - Waived since no homeowners were present.

Approval of Minutes - Minutes of the March 21, 2023 emergency meeting were distributed and reviewed. Jan moved to accept, Christina seconded and acceptance was unanimously approved.

Minutes of the April 11, 2023 meeting were distributed and reviewed. Judie moved to accept, Christina seconded and acceptance was unanimously approved.

COMMITTEE REPORTS

Recreation - Waived

Publicity & Communications – Jan reported that the new yard sale sign was put up in advance of the May yard sale. Before next year's sale we will need to obtain some new letters and numbers. Once the yard sale is over Jan will store the sign until next year.

Jan distributed a copy of a flyer regarding aggressive dogs which will be distributed throughout the community.

Jan distributed a letter and photos that have been sent to a landlord concerning violations on the part of their tenant. This is considered a warning letter and itemized the violations to be corrected, provided a deadline for doing so and explained that the landlord would be fined if the violations continued beyond the deadline.

On the topic of rentals, we discussed the fact that roughly 30% (36 of 123) of the units in the community consist of rental property. As a Realtor, Jan was able to explain that rentals in excess of 10% of the total units within a development is generally considered by banks and other financiers as detrimental to property values increasing due to the lack of owner occupied housing.

Budget/Finance/Delinquent Accounts & Notices - Jan distributed an updated list of past due accounts. One homeowner has been advised that if payment is not received immediately their account will be referred to out attorney for legal action. A second homeowner will receive a similar letter in the near future.

From this point forward, letters to homeowners will go out once a balance reaches \$200 and a legal referral will be made if an account reaches \$1,000.

Update bank balances were distributed to Board members. One homeowner has discontinued using the ACH system because of dissatisfaction with the withdrawal date of the 25th of the month.

We discussed methods to provide advance notice of what are considered to be inevitable increases to assessments next year. To allow time for members to adjust to the higher amount a mailing will be done in late summer and will provide a projected estimate of the new assessment that will take effect on April 1, 2024. The letter will explain that is **only an estimate**, and that an exact amount will be determined and communicated in early 2024.

Architectural & Maintenance – Judie Darr has painted all of the mailbox posts throughout the community to freshen them up

Judie also noted that there is some erosion taking place at the park near where Wertz Run flows into the creek and a ditch is forming. This will be monitored.

Judie also brought the Board up to date on some research she had done to beautify the park and ballfield areas. She has consulted with the Conodoguinet Creek Watershed Association (CCWA) about planning a trail and/or planting shrubs, trees, etc. She will continue to research this and report back to the Board at future meetings.

A water pipe cap near 117 Partridge is missing. Judie will look into it.

NEW BUSINESS

Parking Issues - Jan has had several comments and complaints about parking in the community. People have approached her asking to have other resident's vehicles moved, asking for spaces to be designated as "reserved" for particular residents, etc. The bottom line is that both Partridge Circle and Heron Way are public roadways and may be used for public parking in accordance with township code. On street parking is on a "first come-first served" basis and nobody has a right to a particular parking spot. A flyer addressing this will be a part of the Spring/Summer newsletter which will be distributed in the next week or two.

Property Lines – Complaints about property lines have been recurring. With the exception of the park and ballfield and the woods behind the units on the south side of the community, all property within the community is privately owned. Lawns in front of, behind and beside units are the private property of the owners of each individual unit. The grass area behind the north units is not a common area or a playground, but is part of the yard of an individual property owner.

Newsletter – The Spring/Summer newsletter is being prepared and will be distributed later in May.

Fines - We reviewed a proposed schedule of fines that was based on research of other HOAs in the area. The Board approved the schedule and a copy will be mailed to each homeowner, including landlords.

NEXT MEETING DATE: The next regular monthly Board meeting is scheduled for June 13, 2023.

The meeting adjourned at 8:03 p.m.

Submitted by Jim Porter

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