

# CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

## Board of Directors Meeting Minutes

Monday, February 15, 2021; 6:00 p.m.

1. **Call to Order, Roll Call**

President Babut called the meeting to order at 6:01 p.m.

Present were Directors Ms. Barb Babut, Mr. Leland Ropp, Ms. Bridgette Cramton, Mr. Kirk Mauck and Mr. Mike Sielaff. Absent were Directors Mr. Praveen Cherian, Ms. Karen Davis and Mr. Jack Ventimiglia. Present for management: Jeff McDuff, Site Manager, and Dan Herriman, President, Herriman & Associates, Inc., Management Agent.

2. **Approval of Agenda**

Director Mauck moved and Director Ropp seconded to approve the agenda. Unanimously approved.

3. **Co-owner Comments**

Co-owner Ms. Kendal Novarra made a presentation to directors.

4. **Approval of Minutes of Preceding Meeting (November 16, 2020)**

Director Babut moved and Director Mauck seconded to approve the minutes of the November 16, 2020 board meeting as published. Unanimously approved.

5. **CHV I and CHV II - Review of Preceding Month Financial Report**

Treasurer Ropp presented a summary of operating results and financial position for both CHV I and CHV II as of both December 31, 2020 and January 31, 2021.

CHV I closed out 2020 with an overall positive variance (in comparing actual results to budget) of \$61,746. This was more than explained by expending only \$9,608 for pond improvements, versus the \$76,000 budgeted. Currently, the amount expended is expected to produce satisfactory results, at least for the near-term.

CHV II closed out 2020 with an overall positive variance (in comparing actual results to budget) of \$87,078. Of this amount, \$53,341 is attributable to CHV II's share of positive variances in reserves-type expenditures, including a positive variance for pond expenses (as explained above) of \$23,105 and a positive variance for painting, which was deferred, of \$17,400. Also included in the \$87,078 is an overall positive variance in operating expenses of \$31,886.

Director Ropp noted that owner delinquency continues to trend downward.

Director Mauck moved and Director Sielaff seconded to accept the December 2020 and January 2021 financial reports. Unanimously approved.

6. **CHV I and CHV II - Committee Reports**

President Babut reported that three requests made of the ARDC for fences were approved.

7. **CHV I and CHV II - Management Report**

Site Manager Jeff McDuff reported on the status of current contract issues. He highlighted recent reports to the board.

8. **CHV I and CHV II - Unfinished Business (5 minutes, to 6:55 p.m.)**

8.1 River Hill Ridge – Roadway Easement Payment Obligations to CHV (update)

No change from preceding month. The Association's legal counsel is awaiting word from Pulte's law firm regarding revised easement agreement language. Negotiations have resulted in what

would seem to be an agreement acceptable to both parties. The RHR developer's attorney is working to obtain approval of the proposed cost-sharing agreement.

8.2 Future Use of Two Vacant Lots Owned by CHV II (tabled)

8.3 CHV II Lot 101 Encroachment onto CHV I Lot 102

Mr. Herriman was asked to engage the Township Planning Department in an effort to secure a satisfactory resolution of this matter, to correct conditions wherein CHV II owners are required to traverse a portion of a CHV I driveway for ingress/egress to/from the CHV II Condominium unit garages.

9. **CHV I and CHV II - New Business (40 minutes, to 7:35 p.m.)**

9.1 CHV I and CHV II Contract Issues

Mr. McDuff summarized recent reports to the board and presented the below issues.

9.1.1 CHV II – Award Contract to Replace Bad Wood and Paint Trim – Phase 1 of multi-year contract

Director Ropp moved and Director Babut seconded to accept the proposal of J & B Painting for ten (of the 29) buildings, with the following qualification - the proposal is accepted for 100% of the specified work to be performed in 2021 on the first building, after which management is to evaluate the cost of wood replacement on such first building and extrapolate those costs; if such forecasted costs exceed budget, work on some components of the remaining nine buildings would be deferred; candidates for deferral are porch columns and railings. Unanimously approved.

9.1.2 CHV Common (Areas) and CHV II – Tree Trimming Proposals

Director Babut moved and Director Sielaff seconded to accept the proposal from Greenlawn for trimming CHV common area trees only (and not the proposal for CHV II trees). Unanimously approved.

9.1.3 CHV Common – Traffic Control and Signage Engineering Services

Director Cramton moved and Director Ropp seconded to accept the proposal for traffic control and signage engineering services from Clearzoning, Inc. for their proposed price of \$6,900. Unanimously approved.

10. **Directors' Remarks**

There were no further remarks.

11. **Next Meeting**

The next Board meeting shall be Monday, March 15, 2021 (third Monday) at 6:00 p.m. via Zoom.

12. **Adjournment**

There being no further business, the meeting was adjourned, following the Executive Session, at 7:43 p.m.

There were no action items in Executive Session. Accordingly, there are no minutes for the Executive Session.