

CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

Monday, October 18, 2021; 6:00 p.m.

Conducted by Zoom

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, Mr. Mike Sielaff and Mr. Scott Turowski. Absent: Directors Ms. Bridgette Cramton, Mr. Kirk Mauck 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 Ropp moved and Director Babut seconded to approve the agenda. Unanimously approved.

3. **Co-owner Comments**

There were no non-director owners in attendance.

4. **Approval of Minutes of Preceding Meeting (September 20, 2021)**

Director Sielaff moved and Director Ropp seconded to approve the minutes of the September 20, 2021 board meeting with the following change: The owner who asked the Association to undertake to obtain FHA certification (so such owner would obtain a reverse mortgage) is to be advised that management will assist in facilitating securing FHA certification if the owner pays the related professional fees, estimated at \$1,500. Unanimously approved.

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

Treasurer Ropp presented a summary of operating results for both CHV I and CHV II as of September 30, 2021.

Mr. Ropp said that both CHV I and CHV II are operating close to budget, with reserves being funded as budgeted.

Director Babut moved and Director Sielaff seconded to accept the September 2021 financial reports. Unanimously approved.

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

President Babut reported that three requests were made of the ARDC – one for exterior paint colors, one for an exterior door replacement and one for the installation of an egress window. All 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. He noted that asphalt work is expected to be completed within two weeks and exterior painting of CHV II buildings will commence on October 19, with the expectation that only a couple of buildings will get completed this season.

8. **CHV I and CHV II - Unfinished Business**

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. Still, no executed agreement. It was suggested that RHR directors be contacted directly.

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

Management was directed to solicit proposals from engineering firms to create development plans and to secure Township approval. (Directors previously resolved that a large part of the Filmore Street

lot should be sold for the construction of two homes, while retaining a portion of the lot for parking, and that the other lot should be sold for the construction of two to four attached units, while retaining a portion of the lot for parking.)

Mr. McDuff summarized the engineering proposals. Director Ropp moved and Director Sielaff seconded to award the contract to Nowak & Fraus Engineers for this initiative. Unanimously approved.

8.3 CHV II Lot 101 Encroachment onto CHV I Lot 102

Mr. McDuff summarized the engineering proposals to develop plans and to secure Township approval to abandon the current route to and from the garages by lot 101 (attached condo) owners, which route encroaches upon lot 102, and to construct an alternate route. Director Ropp moved and Director Sielaff seconded to award the contract to Midwest Engineering for this initiative. Unanimously approved.

8.4 Annual Meeting

Given the lack of availability for an adequate space for an in-person meeting, the annual meeting and election of directors will be replaced with an informational meeting, using Zoom, on Thursday, December 9, 2021, beginning at 7:00 p.m. (Management shall do a related mailing by November 19.)

9. **CHV I and CHV II - New Business**

9.1 CHV I and CHV II Contract Issues

Mr. McDuff summarized recent reports to the board. It was resolved that management shall do a mailing to again remind CHV II owners about maintaining A.C. condensate lines and replacing original hot water heaters.

9.2 Budget Review and Approval

9.2.1 Approve 2022 Budget for CHV I

With the Board having reviewed the draft budget and making several changes, Director Ropp moved and Director Babut seconded to approve the 2022 budget for CHV I, whereby monthly assessments shall be \$67. Unanimously approved.

9.2.2 Approve 2022 Budget for CHV II

With the Board having reviewed the draft budget and making several changes, Director Ropp moved and Director Sielaff seconded to approve the 2022 budget for CHV II, whereby monthly assessments shall be \$395. Unanimously approved.

10. **Directors' Remarks**

There were no further remarks.

11. **Next Meeting**

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

12. **Adjournment**

There being no further business, the meeting was adjourned at 7:25 p.m.

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