

Ferguson Township Meeting Room
3247 Research Drive
State College, Pennsylvania
Meeting Room 1

May 11, 2016 - 7:00 PM

Minutes of the Membership Meeting

Les Shaw and Dave Hill, co-chairs of the Greenleaf Manor Homeowners Committee (GMHC, formerly known as the GreenLeaf Manor Board of Directors) called the meeting to order at 7:02 p.m.

Members of the GMHC introduced themselves. Mark Kunkle, Ferguson Township Manager, was introduced as guest speaker. This was followed by introductions of those in attendance.

GMHC members in attendance included Les Shaw and Dave Hill, co-chairs, Ron McLaughlin, Secretary, Dick Anderson, and Richard Haefner

The seven residents in attendance were Kevin Tomich, Ilene White, Jeremy Peck, Alicia Wright, Jeanne Haefner, Kathy Horlacher, and Bill Horlacher.

Proxies were obtained from the Mengzhao Gao, Pete Romaine, Jessica Boyer, Marion Swords, Bob Cassidy, Victor Bakaev, Jeremy Hartzell, and Zhang Xiaojun
Sam Hawbaker, Management Agent, also attended.

The minutes of the 2015 Annual Meeting were approved without correction

Sam Hawbaker presented the Treasurer's Report. He noted that 2015 was a modest year with regard to expenses and that we increased our reserves by \$2,237. We now have \$21,857 in reserves. The annual homeowner's assessment was maintained at \$115. As of the date of the meeting, 39 payments (\$4,485) had been collected with assessments totaling \$8,400 yet to be collected. Mr. Hawbaker noted that, by budgeting conservatively on expenses, we could see an increase in reserve funds of approximately \$3,600 by the end of the 2016 budget year.

The budget for 2016 was approved. We anticipate receiving \$16,300 in gross income. Total operating expenses for the year are budgeted to be \$12,638 with disbursements for maintenance and repairs (\$720), grounds and landscaping (\$8,000), snow removal (\$1,000), insurance (\$800), electricity (\$320), trash removal (\$90), management fees (10%, \$1,633), and copying and postage (\$75).

Accomplishments and maintenance activities for 2015 were presented. The list of these activities is presented below.

- Installing new mulch at the two entrances, around 34 trees in the park, and retention pond areas
- Clean up of storm damage of two trees in the park woods
- Pine tree area clean up

- Installing new playground mulch at the swing and playground area and building up the area under the swing set
- Normal grass cutting, edging, and trimming at the park and retention ponds
- Spraying for weeds and brush under the tree area in the park
- Snow and ice removal at the retention ponds and sidewalks
- Fertilization and weed control at the park and the retention ponds
- Removal and maintenance of excess brush, etc. at the southeast corner of the park
- Basketball court line painting

Mr. Kunkle then addressed a number of concerns that Committee members or residents expressed, the first of which involved the apparent lack of proper lawn care and landscaping maintenance at rental properties in the neighborhood. Mr. Kunkle noted that Township ordinances require that grass height cannot exceed six inches. If the grass height on any particular property exceeds six inches, the Township can order the grass to be cut. However, there are no regulations regarding the trimming of landscaping as long as ingress to and egress from the property are not disturbed.

When asked about the ability to limit the number of rental units within GreenLeaf Manor, Mr. Kunkle replied that this is an issue best addressed by an attorney, but that he knew of no Township limits on the number of rental units that are permitted. There are currently no student rentals in the neighborhood, but that could change at any time.

A resident expressed concern about the number of stray cats in the area and a problem regarding a groundhog residing under her porch. Mr. Kunkle replied that the problem of stray cats exists throughout the Township, and that there is really nothing that can be done about the issue. Regarding the groundhog, Mr. Kunkle informed the resident that the Township has traps that residents may borrow for capturing and relocating groundhogs.

Some residents expressed concerns about noise in the neighborhood. Mr. Kunkle noted that excessive noise complaints, even during daylight hours, should be directed to Township police as “disturbing the peace” complaints. Dave Hill expressed his appreciation for the way that Township police have been responding to noise complaints. One resident asked if there was anything that could be done about snowblowing noise during early morning hours. Mr. Kunkle replied that there are restrictions on construction noise occurring before 7:00 a.m., but that snowblowing may not be covered by those restrictions.

A resident inquired about the availability of curbside composting. Mr. Kunkle replied that curbside composting is currently under discussion. One difficulty with making curbside composting available throughout the Township centers around the different kinds of communities that exist within the Township and the costs associated with providing curbside composting to all residents. The costs could be substantially different between densely populated areas of the Township and more sparsely populated areas.

A resident complained about some people leaving grass clipping on their sidewalks after mowing the grass. Mr. Kunkle replied that grass clippings on sidewalks are permissible but not clumps of cut grass.

Mr. Kunkle indicated that he would investigate the following concerns expressed by residents or Committee members. (Please see the addendum for his responses.)

- Rental properties' grass and weeds
- The Heights' weeds and grass along the property line with GreenLeaf Manor
- Curb damage at 730 Partridge Lane
- Pole lights not properly lit at night
- Clumps of grass on neighborhood streets
- Watch Children signage
- Drive 25 Kids at Play signage

Other comments by residents included notification of vandalism to a tree in the park, graffiti on the slide in the park (This is being fixed.), and a deteriorating evergreen tree in back of 719 Linnet Lane. The property owner at 719 Linnet Lane is planning on replacing the evergreen with something decorative.

The GreenLeaf Manor neighborhood garage sale will not be held this year as no one has volunteered to organize it.

The maintenance schedule and projects for 2016 will consist of

- all normal yearly maintenance,
- repairs to the retention ponds,
- maintenance of the basketball court area,
- possibly installing wood chips under the big trees in the park, and
- possibly consulting with an attorney to address covenant issues.

Residents were reminded of the following.

- Please pick-up after your pets when walking in the neighborhood
- All swing sets, trampolines, or other large outdoor recreational equipment or structures in backyards must be approved by the Homeowners' Committee
- Let us continue to keep up our properties for a good reflection of our community.
- All suggestions, inquiries, complaints, etc. will be reviewed by Park Forest Enterprises, Inc. (814-238-3431) before being referred to the Homeowners' Committee.

Sam Hawbaker will update the email list of residents and coordinate names and email addresses with Carolyn Cole.

The meeting was adjourned at 7:59 p.m.

Respectfully submitted,
Ronald K. McLaughlin
Secretary

ADDENDUM

Les Shaw received the following communications from Mark Kunkle and Lori Sowash regarding issues discussed at the 2016 annual Homeowners' Association meeting.

From: "Sowash,Lori" <lsowash@twp.ferguson.pa.us>
Date: May 16, 2016 at 8:15:06 AM EDT
To: "Kunkle,Mark" <mkunkle@twp.ferguson.pa.us>, "lls5@psu.edu" <lls5@psu.edu>
Cc: "Ressler,Jeff" <jressler@twp.ferguson.pa.us>, "Modricker,David" <dmodricker@twp.ferguson.pa.us>
Subject: RE: Follow-up to HOA Meeting

Good morning,

I met with the property manager at the Heights and we toured the entire perimeter of the property that abuts the Greenleaf Manor properties. He agreed that there was significant work that needed to be done, particularly along the fence lines that included dead brush and tree limbs to be removed, high weeds and brush cut and cleaned up and the areas on both sides of the fence maintained. They will begin this process today and complete all of the clean up within 30 days. I will continue to monitor the progress to make sure it is completed and maintained.

From: Kunkle,Mark
Sent: Sunday, May 15, 2016 5:41 PM
To: lls5@psu.edu
Cc: Ressler,Jeff <jressler@twp.ferguson.pa.us>; Modricker,David <dmodricker@twp.ferguson.pa.us>; Sowash,Lori <lsowash@twp.ferguson.pa.us>
Subject: Follow-up to HOA Meeting

Good afternoon Les:

I wanted to follow-up with you on the items we discussed at the Greenleaf Manor HOA meeting.

- Rental Properties grass and weeds - The Ordinance Officer has looked at the properties and has found them in compliance as of the date inspected.
- Heights weed and grass - The Ordinance Officer and Zoning Administrator have inspected the areas along the property line with the Greenleaf Manor properties and found the Heights property in violation of the township ordinance. Additionally the Zoning Administrator is reviewing the approved landscaping plans to determine compliance with the approved land development plan. He will follow-up with the Heights property management on compliance issues.
- 730 Partridge Lane Curb damage- A work order has been issued for a repair by Township Public Works personnel.
- Pole lights - the Zoning Administrator will try to identify properties without pole lights. Any assistance you can provide in identifying these properties would be helpful.
- Grass on streets- please advise of the address where grass is being deposited. Public Works Director will follow-up on this once property is identified.
- Watch Children signage - a work order has been issued to install a Watch Children sign at Farmstead Lane and Sandy Drive entrances to Greenleaf Manor.

- Drive 25 Kids at Play- if the Association provides signage the Public Works Department will install- maximum 4 signs.

Hope this helps. Please feel free to contact me if necessary.

Thanks to Kathy Horlacher and Ilene White, the GreenLeaf Manor Garage Sale will be held on Saturday, June 18 from 8:00 a.m. to noon.