

Southwind HOA
Board Meeting Notes
March 2, 2013

Joe Palko called the meeting to order at 8:04 on Saturday, March 2, 2013 at the Southwind Rec Center. In attendance were board members Joe Palko and Jane Clark with Curtis Kossman and John Chamberlain attending by phone. Ed Maholtz, maintenance supervisor was present as were property managers Carol Sosko, Rinaldo Acri, and John Mathe. Connie and Stan, our insurance providers were present as was homeowner Jim Best.

Minutes Approval

Minutes from the February meeting were approved.

Sales Tax on Utilities

Rinaldo reported that he had contacted the utility companies, both gas and electric, to register Southwind's exemption from sales tax. We will not be billed for sales tax in the future on these utilities.

Management Company Transition

Carol reported that with the departure of Heidi from Seven Springs, she is now working with Chris Sherbine on the transition. Records are being transferred from Seven Springs to Acri Realty. Carol stated that Seven Springs has agreed to turn over construction related plans and specification per Pennsylvania law. These should be available sometime in May. The Board noted that we need the "as built" drawings, not just the original plans, as well as site and civil drawings and the Alta survey. Carol will address this need with Seven Springs.

Telephone Lines

It was discovered during this transition that Southwind is paying for 3 phone lines for the Rec Center. Two of the lines have been eliminated retaining only 1 line for the HOA. That number will remain the same for the HOA 814-352-3011. This line will be used by John who is on site at the Rec Center on weekends, and by Carol (or other Acri staff). During afterhours that phone number will forward to the Acri person on call.

Turnover of Common Elements

The turnover of ownership to the common areas in Southwind was discussed. These areas include the Rec Center, pool, ski trails, gates, gate house, and streets. It is unclear based on Pennsylvania law when title to these common areas is required to be turned over to the HOA. Rinaldo will contact the attorney for a clarification regarding when this should occur.

Dues Billing

The billing of the quarterly dues under the new management company was discussed. The Bylaws specify quarterly billings, but Acri allows for either quarterly or monthly payments. Homeowners may

request either. Late fees and interest charges will only be assessed if the payments are late based on a quarterly billing cycle.

Social Committee Report

Joe reported for the social committee that the 2 winter socials were very successful. The next social event is usually the pool opening party in May which has been hosted by Seven Springs Realty in the past. Joe will be in touch with Seven Springs Realty to determine if they are interested in hosting this again this year.

Rec Center/Pool Report

The Rec Center/Pool committee will be meeting this spring to discuss any issues before the summer season. A bid has been received to alter the railings for the deck at the front of the Rec Center. This change would prevent people from jumping the deck fence to get access to the pool in the summer. The bid price was \$1,000 which was approved by the board contingent on receiving a sketch for the proposed changes.

Roadway Agreement

Joe reported that the Roadway Agreement has been delayed because of wording regarding when the percentage splits for maintaining the roads may be reviewed under the terms of the agreement. Currently Seven Springs has included in the agreement that the percentage splits may not be re-negotiated until 10 years from the date of the agreement and then only every 5 years thereafter. The Board is not willing to accept this time frame. The Board suggested that this should be changed to allow for re-negotiation of the percentage splits whenever new construction of 16 or more units occurs, or if a commercial facility is constructed or an existing commercial facility is enlarged. Joe will respond to Seven Springs with this new wording.

Gate/Rec Center Access

The transition of the software which controls the gate access and access to the Rec Center was discussed. Also the possibility of changing the entrance gates to a lighter construction which will allow the gates to function with ice and snow was considered. Carol reported that our current maintenance company for the gates has not been as responsive as needed. Carol will procure more quotes for possible changes to both the entrance gates and the Rec Center. This will be further discussed at the next meeting.

Labor Agreement

Joe reported that a Labor Agreement has been signed with Seven Springs to allow Ed to remain a Seven Springs employee but work for Southwind. It was agreed that we should ask Seven Springs to replace Ed's phone with an iPhone.

Lancaster Roof Status

The status of the roofs on the Lancaster units was discussed. It appears that Seven Springs is waiting for better weather to address the units. The roof that collapsed has been rebuilt but it is not known if this rebuild was in compliance with the original specifications, or even validly approved specifications.

Rec Center Door

An electronic release of the lock on the Rec Center lower level exterior door was discussed. This release would be tied to the fire alarm so that if the alarm sounded the door would be automatically unlocked.

The cost of this option was estimated to be about \$3,500. Rinardo will procure a firm quote for this work.

Snow Removal Strategy

The current procedure for snow removal was discussed. Rinardo suggested that we consider a “per occurrence” pricing for snow removal instead of the current per hour pricing. It appears that the current pricing however may be the best option. Ed reviewed his current process which involves removing snow each morning when needed from the roads and parking areas, then beginning the process of clearing the driveways doing Southwind Drive first because it has the heaviest traffic (traffic slows the process). The driveway clearing takes approximately 4 hours. In the evening, Neiderhauser plows Southwind Drive if significant snow has accumulated since the morning plowing. The Board determined that this procedure should be presented to the owners at the annual meeting in September so that they have an understanding of the process.

Insurance

Connie Jerich presented information on our current insurance situation. All of the proper changes have been made to the insurance policies to comply with the Shuttle Bus and Security contracts. The issue of having insurance on the common elements that have not yet been turned over to the HOA was discussed. It was determined that the HOA should maintain insurance on these areas for proper protection for Southwind. It was noted that currently Seven Springs owns the ski trails and therefore would have insurance on this area. John suggested even after the HOA gains ownership of the trails that these be leased to Seven Springs for \$1 so that their current trail insurance would be responsible for Southwind’s trails also.

Trash Removal

The previously made suggestion that trash removal in Southwind in the winter be done once a week instead of the current twice a week was discussed. Carol reported that she addressed this unsuccessfully with Allied Waste. Since our contract with Allied Waste is joint with the resort and with the Villages, Allied indicated that this change would not be possible. This can be further discussed when the contract with Allied is up for renewal in 2014.

Spring Services

An offer created by several vendors to provide spring clean-up services, including window washing and filter replacement, was discussed. This offer would be sent to owners to allow those who are interested to sign up for these services. The Board agreed to review this offer and consider sending it to the owners.

Unit Keys

The currently maintained Knox Box is being reviewed to assure proper security for these keys that are maintained for emergency responders. Also the procedures for the maintenance of duplicate unit keys were reviewed. The access key to the key box will be changed as a precaution.

With no further business the board meeting was adjourned.