

ASHTON VILLAGE COUNCIL
MEETING MINUTES -- November 14, 2023

1. The **Regular Council Meeting** was held at PENCO Corporate Offices in Chadds Ford on Tuesday, November 14, 2023. Council members present: Mike Trio, Ron Vaughn, Linda Force, Linda Green, Lanita Kemezis and Debbie Marchiano, PENCO. Kathleen Tennity, PENCO Controller / CFO attended. Mike called the meeting to order at 1:35 PM.

2. **Today's Agenda and Minutes:**

Today's Agenda and Minutes from October 10 were reviewed. Linda F made a motion to approve the Agenda and Minutes from October 10. Linda G seconded. Approved unanimously. The minutes will be posted to Ashton Village, Hershey's Mill website.

3. **Financial Report:**

Today's meeting was held at PENCO so Council could meet with Kathleen Tennity regarding finances, account balances, reserves, investments and financial reports.

First in discussion was the email from Joaquin Mondragon, PENCO, October 30 regarding Cash Balances. Council had questions about Interfund Exchange, Money in Operating Checking Account and Reserve Account. Council asked Ms Tennity questions about our Roof Replacement contract, early pay off and the money designated to pay toward the bank loan.

Discussion continued regarding taking money from Operating and establishing a CD investment account. Ms Tennity recommended we might invest \$150K @ 5% per Janney, a rate she checked on just that day. After discussion, Linda F suggested that we look at a short term investment to capture the currently higher rate. Linda F made a motion to take \$150K and open a 1 year CD at the rate of 5.45% with Janney, who quoted the rate. Lanita seconded the motion. Seeing this as a fiscally prudent move, all approved. Council authorized Kathleen to establish this account, as stated, authorizing Kathleen and a representative of Council to be co-signers on this account. A memo will be directed to Kathleen Tennity authorizing her to establish this CD account as soon as tomorrow. Ms Tennity excused herself and the Treasurer's Report continued.

Linda gave the **Treasurer's Report**. Total **Revenue** for month ending September 30, 2023 was \$56,846. Total **Expenses** ending September were \$57,888. We are above on General Maintenance. Total Reserve Contribution is \$5,675. Net income, (\$1,042). Actual, \$11,722 ahead for the year, 9/30/2023.

She noted there remain outstanding **Accounts Receivables**. \$4,999 in aging report, #63 and #76 delinquent accounts.

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Lanita made a motion to approve the Financial Report. Linda G. seconded. Motion Accepted.

4. Landscape / Architectural Controls:

-- New applications:

#27 - landscaping request, new shrubs. Lanita made a motion in favor, Ron seconded. All in favor.

#20 - windows, replacement windows must adhere to Ashton required standards, thus a motion to approve by Linda G, seconded by Linda F. Approved.

5. Violations:

Of Concern -- #60 unsightly fence was removed but owner wants to put up another fence around patio. Area remains an eye-sore to neighbors and Village. Linda G made a motion to send out a general notice for owners to tidy and clean up patios and areas around homes, allowing 30 days for this with "inspection" to follow. Linda F seconded. Council approved unanimously. Debbie will follow up with memo to homeowners.

Lanita made a motion to accept and close discussion about violations. Linda F seconded. Carried.

6. New Business:

Action Requested - After serving on Ashton Village Council for more than 17 years, many as President, Ron Vaughn announced his intentions to retire from Council, asking that his request be approved with this meeting and a replacement member fill his position, ending with his 2024 term on Council. Lanita made a motion to accept his retirement. Linda F seconded. With recognition and great appreciation for his service, all approved. Ron offered to continue to be available in an advisory capacity, at current and future councils' request.

Linda Force made a motion to appoint Linda Green to fill his position on Council and finish out his term to the end of 2024. Linda has already been vetted by Council, October 10 Minutes, and is currently serving to fill a vacated position. Lanita seconded the motion. All in favor. Linda Green accepted and will finish out Ron Vaughn's term on Council to the end of 2024.

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Landscape Contract -- Following a meeting at PENCO with Mike Trio and three landscape contractors who responded to our request to attend, the bid from DiStefano Landscape Services was accepted for 2024.

Dryer Vent Cleaning and Fireplace Inspections - In order to comply with insurance requirements, household dryer vents and fireplace chimneys must be inspected and cleared every three years. That time has come for the whole community. Debbie provided a list of three professionals who can do this job. Linda F made a motion authorizing Debbie to distribute an announcement to the community. Lanita seconded. Approved. Debbie will follow up.

Ashton Holiday Luncheon is planned for Wednesday, December 20 at the HM Golf Club. Ferdie Lamb is making arrangements and creating a flyer invitation.

Lanita made a motion to close discussion of New Business. Linda F seconded. All approved.

7. Old Business:

Annual Meeting and Election of Ashton Council Members, 2024:

Ashton's Annual Meeting was held on November 6, 2023 at 7:00 PM in the Cove. Introductions were made: Council Members, PENCO, Candidates for 2024 term. Ballots were collected by Debbie and CEO of PENCO, who assisted in the counting of ballots. President Mike Trio gave Annual Report, followed by the 2023 Financial Update by Linda Force and presentation of the 2024 Ashton Budget. Questions from homeowners followed.

With a total of 63 Homeowners voting in person or by proxy, Debbie announced the results. With 3 seats open, **Kathleen Sullivan, Michael O'Connell and Tarrissa Hockenberry** were voted to a new term on Ashton Council, beginning January 2024.

UPCA Amendments Regarding PA Act 115 -- regulated condo owner association, UPCA, responsibilities and operating procedures were amended on May 2. These updated regulations will require an amendment to our Homeowner's documents and declaration. Further direction will be needed from legal council on actions required of Ashton HOA. This process should be handled by the new board.

Reserve Study -- Reserve Advisors submitted edited and final version of the study in September. Summary of Ashton Reserve Study 2023 will be distributed by Debbie via email to all residents. The entire document will be available to any homeowner requesting it.

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#103 - Garage Rebuild - Insurance payment was received, put into escrow. Rebuild project is underway. Bids went out. 3 denied bid, one coming in. Some contractors decided not to bid on this project.

“Lewis Garden” Refurbishing - Lewis Garden / Ashton Woods Committee, Kirk, Christine and Paul Day Jr, met in September to review an incremental improvement plan, look at components, plants and shrubbery. Paul was asked to do sketches of the proposed area. Kirk reported that he located four heavy chairs to be donated.

Christine, Lanita and Paul met again to review plans and locate donated furniture. The plaque, placed by Mrs Lucille Lewis, “Ashton Woods,” as she named the area, was located. Paul later moved what turned out to be sturdy teak furniture to this area. Lanita added fall flowers. Lori assisted in maintaining this seating area.

A formal plan with budget was submitted by Paul Day Jr and Christine McCormick. With budgetary issues, follow through was not determined. It was suggested that we look for other ways to fund proposed work, such as looking for matching funds, donations, in kind contributions and volunteer help.

It was suggested that this area be called **“Ashton Woods,”** the original name given by Mrs Lewis, so that no “memorial” connotation be labeled. Ashton Woods is Ashton Village property, to be maintained and improved by the Village.

Recommendations were suggested: It would be appropriate to include Ron in communication with the MA. Mike met with Ed McFalls to request MA improve the area around the walking path, clear and finish off the designated area from walkway to Chandler Drive, and improve safety along this path. The “Ashton Woods” Committee, chaired by Christine McCormick, will add Sam Blank and Ron Vaughn and others as appropriate.

Tree Work -- Proposals will be reviewed and presented for approval. Linda F will look at the request for stump removal, #31.

Spring Pressure Washing - 5 Star Power Washers. Work is not yet complete.

Rules Enforcement Resolution -- Council decided to table to allow the new board to discuss and make recommendations.

#82 Garage Damage -- Repaired by CAV and billed back to owner.

#34 Rear Patio Damage -- crack in concrete patio, not altered by owner. HOA is responsible for the repair or replacement. To be determined.

#58 Walkway Repair -- trip hazard, \$150 to repair. Linda F made a motion to repair, Ron seconded. All in favor.

#44 Back Flo Testing and AQUA -- plumbing crash, letters were sent out in error. Owner was reimbursed.

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Ashton Newsletter -- Kathi Sullivan volunteered to form an Ashton Newsletter Committee. Council agreed that there should be guidelines and should be part of the discussion of the incoming board.

Linda F made a motion to close discussion of Old Business. Lanita seconded.

8. Adjournment:

Ron and Lanita made a motion to adjourn the meeting. All in favor. The meeting was adjourned at 3:55 PM.

The next Council Meeting will be held at Hershey's Mill Golf Club, December 12. This will be the final monthly meeting of the 2023 Council term.

**Next Ashton Council Meeting
Tuesday, December 12, 2023, 12:30 PM, HM Golf Club**

**Ashton Village Holiday Luncheon
December 20, 2023, Hershey's Mill Golf Club**

-- Lanita Kemezis
Ashton Village Council