



RHODO MOUNTAIN ESTATES HOMEOWNERS ASSOCIATION

Homeowners Association Annual Meeting 8/27/2011

Board of Directors: Anthony Price, Jim Erb, Brenda DeBellis

In Attendance: Anthony & Karin Price (Lots 27, 29 & 30), Bill & Byrne Erb (Lot 19), George Erath (Lot 301), Daniel & Susan Nothstein (Lot 305), Steve Berry (Lot 18) – Seven lots were represented (17%), no quorum (20% required). Attendance was affected by schedule conflicts and Hurricane Irene, due in the area later in the day. [An abbreviated follow-up meeting was held on 10/22/12, covering this same agenda and reviewing these same items, with 16 lots represented (39%).]

Meeting Minutes

- The meeting was called to Order at 11:00 AM. A Sign-In sheet was circulated.
- Mr. Price thanked the Erb's for again hosting the association meeting, and the picnic to follow.
- Copies of the minutes from last year's meeting were handed out. A motion to dispense with the reading of the 2010 Annual Meeting minutes was made and seconded. Ms. Erb motioned to approve the minutes; the minutes were approved.
- Copies of the 2010-2011 FY Treasurer's Report were passed out for Owner's review and discussion.
 - o Reviewed the income and expenses of the 2010-2011 FY Treasurer's Report and the budget for the 2011-2012 FY:
 - Winter Road Maintenance tasks – Plowing and cindering
 - Summer Road Maintenance tasks – Stone work and repairs
 - Grass cutting & Common Area Work – Edge of road maintenance / sides of Tupelo Street, West Drive and around the Drake's Creek Road mailbox cluster boxes, two basins
 - New community signs have been installed at the Drake's Creek/Tupelo and Unionville entrances – Thank you to all who helped with the design and installation of the signs
 - The street light at the bottom of Tupelo Street was reactivated in December 2009
 - It was discussed that with our legal expenses trending down, most of which were incurred during start-up of the HOA in 2007 and 2008, and with surpluses in other annual budget line items, the association had an opportunity to create

an Operating Reserves budget line item in FY 2009-2010. As of year end, FY 2010-2011, there was a surplus of \$10,770.77, which was transferred into Operating Reserves.

- It was discussed that if income and expenses continue in generally the same direction, the Board projects Operating Reserves in FY 2013-2014 at approximately \$17,000 to \$20,000. The positive, critical point here is that, while still holding the annual assessment in the \$250 per lot range, the association has the ability to address road issues on a continued, section-by-section approach [with the first major project, the much-needed and discussed upgrades to the lower section of Tupelo Street, occurring later this season, paid for by RMRG], and with subsequent projects every 5 or so years, if and as necessary.
 - Receipts - Assessment receipts were 100% last fiscal year; all accounts are current. Other receipts included two Building Permit fees totaling \$125 and three Resale Certification fees at \$100 each, and RMRG's reimbursement of legal fees associated with the HOA's work on the sub-division and Township approvals.
- Ms. Erb motioned to approve the Treasurer's Report, Mr. Berry seconded.
- 2011-2012 FY Budget
 - There were no questions. The Board does not propose an increase for this year's assessments; the FY 2011-2012 assessment is proposed to remain \$250 per lot. The budget and dues were approved.
 - Assessment invoices for FY 2011-2012 will be sent out shortly after the Annual Meeting.
 - Ms. Erb motioned to approve the 2011-2012 FY Budget, Mr. Berry seconded.
- Declaration Amendment ;
 - Further discussed the need and procedure for adopting a Corrective Declaration amendment to the existing Declaration filed in 2007. This matter was continued from the 2009 and 2010 meetings, as the Board continues to work through issues and agreements with RMRG; we anticipate conclusion to this and other matters with RMRG shortly. The proposed Corrective Amendment includes:
 - Changing the interest charge for past due accounts from 9% to 12%, and
 - Bringing the Portello's 'excluded' rear 12-acre lot back into the association.
- Mr. Price and others provided a brief history of RME for those in attendance who are new to the community. The Developer, RMRG, incorporated and turned over the association to the Owners in Fall 2007.
- New Business
 - RMEHA and RMRG finalized and executed an all-inclusive document (Global Agreement) earlier this year that addresses most current, outstanding issues between RMEHA and RMRG, including groundwork for the aforementioned Declaration Amendment.

- As was discussed at last year's annual meeting and RMEHA's Special Meeting of March 5, 2011, RMRG is proposing a sub-division of its remaining parcel into 10 lots; the parcel is a 246-acre tract sandwiched between the existing Drake's Creek and Unionville communities of RME. The sub-division impacts the HOA as it includes lots directly off our West, Trillium and Unionville cul-de-sacs and roads; two, two and four lots, respectively [the two remaining lots are not proposed to use RMEHA's roads]. After discussion and BOD approval at the March 2011 Special Meeting, RMEHA and RMRG finalized the Global Agreement to address the issues of HOA membership for the specific lots, corrections to the HOA's Common Areas, Roads and Basins deeds, and details on approximately \$50,000 of storm and road work by RMRG to RMEHA's roads [discussed further below].
- As was also discussed at the Special Meeting, conditional of their approval, the Township required modifications and repairs by RMRG to RME's existing roads. RMEHA and RMRG agreed to a scope of upgrades and repairs to Tupelo Street and West Drive. Tupelo is proposed to be upgraded with storm facilities and asphalt paving from Drake's Creek Road through the West Drive intersection, and West Drive is proposed to be upgraded with a road culvert and stone and swale work in the cul-de-sac. RMRG is working towards final Township and PADEP approvals on these matters and their sub-division; once all the paperwork is finalized, the road work will be scheduled – we anticipate this to occur sometime between August and October 2011. The Board is carefully working on these and several other 'closeout' issues with RMRG and the Township.
- Election of a Board of Directors member
 - Mr. Price's term expires as of the 2011 Annual Meeting. Being President since the inception of the HOA, Anthony has offered to continue with another full term, as he would like to see the HOA through the closeout issues with RMRG and the several other open matters, and offers his name for your consideration for the Board opening.
 - Ballots were distributed to those in attendance.
 - 14 (fourteen) ballots were counted, representing 26 lots (63% of the association) – all ballots from those in attendance and verified proxy votes were for Mr. Price. Mr. Price accepted the Board position.
- Unionville Road No Outlet sign - PennDOT was contacted and responded favorably on RMEHA's request to install a NO OUTLET sign on Unionville Road [a state road], at Schoolhouse Road. RMEHA's request was made in an effort to help cut down on traffic traveling down Unionville Road looking for a thru-way down to or over the river, causing traffic into and turning around in the Unionville-side of RME. PennDOT installed the sign earlier this year.

- New welcome and informational signs were installed at both the Drake's Creek and Unionville entrances late last August. Pictures of the signage can be seen on the website. The signs are attractive and provide contact and regulatory information. The Drake's Creek sign was planted with a flower bed earlier this season. We anticipate doing the same next year, and also at the Unionville sign.
- Mailbox cluster boxes
 - US Post Office, Jim Thorpe, was contacted on an upgrade to our Drake's Creek-side cluster boxes. They added a new combination box / bulk pedestal in May 2011 which will easily accommodate long-term growth needs on that side. Further, the Post Master indicated, that it is their opinion that the Unionville-side would be best served with the continued use of post or rail-mounted personal mailboxes. We intend to address bulk mail deliveries for the Unionville-side, perhaps with the installation of a USPS- approved, mounted open box. We'll update as we know more. The BOD cleaned and painted the existing Drake's Creek cluster boxes and bollards in June, beautifying and adding years of service to the older boxes.
- Emergency Response and 911 addresses
 - Most GPS mapping systems and emergency services rely on Google and Mapquest. Google maps and MapQuest had incorrect street names for RME (old names prior to 911 renaming requirements). Google maps and MapQuest have been contacted and updated.
 - Mr. Price spoke with the Township with regard to try to ensure emergency services are able to find home addresses within RME whenever the need arises again. The State Police, Leighton Ambulance and Penn Forest Fire Department have been updated.
 - Based on the Township's concerns, Penn Forest Township Code Enforcement drove around RME and noted that not all homes in RME had the required 911 address numbers displayed. The township has since sent out warning notices.
 - Check the PennForestTownship.org website for 911 address guidance.
- Due to the importance of the message, we again discussed our concern that not all Owners are aware that the septic permit for their empty lots must be renewed every three years - this is a Township Sewage Enforcement Officer [SEO] & PADEP requirement. If your permit expires, the cost and paperwork associated with getting a new permit with the Township is substantial compared to the three-year renewal. Further, while it's currently not required in Penn Forest Township, once a home is constructed, it is good practice to get your system checked and pumped at least every three to five years, depending if your home is seasonal or your full-time residence. Questions? Please contact a Board member or the Township SEO.
- The BOD is meeting with its Winter Maintenance contractor this Fall to review needs and concerns; foremost, understanding the many benefits of asphalt over stone, asphalt's potential

of 'black ice', new for us this year. With the addition of asphalt paving on lower Tupelo likely prior to the season, it is absolutely critical for everyone's safety that Owners please maintain an open dialog with the BOD on specific, current conditions and need for cindering and / or plowing. Further, we installed two barrels of cinder material on the lower Tupelo hill for use during emergencies for our full-time owners and weekenders this past winter. We also provided shovels, pails and scoops at each barrel. The barrels will be re-installed this fall with new stands and maintained through the winter

- Mr. Price mentioned that he brought and has made available copies of various HOA-related documentation that any Owner may be missing from their files. Reminder: All documents are available on the website, under the Doc/Forms page tab.
- With no other questions or discussion, the meeting adjourned at approximately 12:00 PM.

Rhodo Mountain Estates Homeowners Association

Anthony Price,
President

Jim Erb,
Vice President

Brenda DeBellis,
Secretary/Treasurer