Village of Valley Green West

Minutes for Board of Directors

November 21, 2021

(Via Zoom)

1. Call to Order: 7:00 pm

This meeting is being held this day due to postponement of the November 17, 2021 meeting which was not held due to lack of a quorum, and the need to pass the 2022 budget.

1. Roll call of Board Members:

Present members: Les Gouffer, Nathan Herr, Laurence Wachs, Carol Miller, Stacy Devine, and Alyssa Attinger. Member Eric Harris joined the meeting shortly after the beginning of the meeting prior to board actions.

Absent Members: Tami Grim, Kathy Pressley, and William Strohm.

1. Approval of Minutes from Last Meeting:

Laurence Wachs read the proposed changes to the meeting minutes from October 2021 as suggested by members since notice of draft minutes via email. Changes suggested were as noted: Addition of Nathan Herr as present at the meeting; corrected the spelling of a word in the second paragraph; removal of unnecessary words in the HOA assessment paragraph; substitution of words to reflect cost and inspection in the Clubhouse HVAC yearly inspection proposal paragraph; substitution of words for greater clarity in Storm Damage Repair and Mailbox Concrete Repair on White Dogwood paragraphs; replacing Newberry Township with York County in the Pond Committee paragraph; clarity change to the Landmark Board Meeting Request paragraph, and; Adjournment sentence added to the end of the meeting notes.

Motion to approve the October board meeting notes with amendments as described was made by Nathan Herr, seconded, and unanimously approved by the Board for final publication.

1. Open Forum for Homeowner Concerns:

No homeowners were present for this meeting. No concerns from homeowners through board members were presented.

1. Discussion on open board position/secretary position:

President Les Gouffer and Nathan Herr noted that the position of Board Secretary and

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the open board member position continues. A board member will take meeting notes until a Board Secretary is chosen. Nathan Herr noted that Dan Wyrick was previously helpful in this area and should be considered. Carol Miller noted that Dan was not on the board now, therefore no person should be considered in his or her absence, and that we publicize the openings via available means such as the VVG Facebook social site, any newsletter published, and the association email list. Laurence Wachs agreed to write an announcement for board approval and dissemination. Board members voted and approved this procedure to address the situation.

1. Red Mill Crossing Presentation by Isaac Sweeney of Landmark:

Isaac Sweeney, the Red Mill Crossing project leader from Landmark, presented a Zoom presentation concerning what Landmark will offer to the association for the right-of-way through association property for the sanitary sewer line between the land previously owned by Jack Short, through the association field, between the pool and Fishing Creek, and meeting up with the Newberry Township main sewer line running along Yocumtown Road near the association clubhouse.

-History:

Mr. Sweeney noted that Newberry Township and Landmark first considered the White Dogwood route and rejected the White Dogwood route due to existing gas, steam, sewer line, electric lines, paving along White Dogwood and water pipes dating back to the 1970s and from VVG association development in the same right of way.

 Newberry Township likewise rejected the Old Trail sewage route due to overloading the existing line.

The association field route would avoid issues associated with the other routes considered. Mr. Sweeney agreed that the field route would also be less expensive than the White Dogwood route, which may seem suspicious, but that the township desires to run the sanitary sewer pipe through the field and was likely to be the only realistic option for the township. The township likely wished to collect the additional tax revenue from over 400 apartments in a Red Mill Crossing development rather than not allowing the development.

Therefore, Landmark wishes to present options for reimbursement to the VVG association residents to use the field route for the sanitary sewer line.

-Project Graphic:

Mr. Sweeney displayed a detailed site overlay of the area which showed the improvements offered to benefit the association residents.

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-Area above West Street and pond:

Landmark will clean out and refurbish the storm water pipes draining the upper areas of the neighborhood up to Aspen Street leading into the swale flowing down hill into the pond area. The natural drainage into the swale from sources across Yocumtown Road, the storm pipes, and individual homes upstream on White Dogwood create a constantly small stream which cannot be disturbed for claimed improvements due to DEP regulations.

-Pond area:

Landmark proposes to return the pond to its previous state operating as a storage area for storm water from the association residences. Under agreement with Newberry Township the pond can be returned to its previous state without extensive permitting.

All vegetation presently covering the pond bottom will be removed to prevent the water becoming cloudy and odor from rotting cattails when the pond fills to its planned 3 to 5 feet depth. Landmark will deepen the pond bottom to meet the desired depth as needed after the vegetation is removed.

The outlet structure at the pond end by West Street will retain water to up to 5 feet depth by selecting a correct height, then operate to spill into the pipe assembly under West Street when the water overflows this depth. The pond bottom will be sealed in the pond area near West Street to facilitate outlet operation. The remainder of the pond will not be sealed and slight leakage into the ground surrounding the pond will occur, but this will not damage West Street or surrounding areas. The operation of this outlet will prevent unhindered water running downstream into the drainage swale between West Street and Fishing Creek and limit any erosion of resident property in that area during storms.

-West Street:

The existing pipe under West Street which has rusted out due to time will be replaced after a ground-reinforcing concreting operation to prevent further damage to the West Street supporting ground layer. A reinforcing pipe made of long-lasting concrete will replace the rusted iron pipe. The estimated new pipe life is in excess of 50 years.

-Swale between West Street and Fishing Creek:

The swale is operating as a small stream in the swale area running through the back yards of various residents, covered by small personal bridges at different points by homeowners. This swale cannot be disturbed under DEP regulations. The pond structure will reduce the flow by the operation of the outlet structure and pond operation above West Street, lessening erosion in the swales behind resident homes.

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-Pool area banks:

The banks alongside the swimming pool facing Fishing Creek and partially on the bank leading toward Conley Street will be stabilized against erosion by an appropriate combination of screening inserted into the ground, tree planting and planting appropriate shrubs. These methods will be used to make this area resistant to erosion during the expected periods when Fishing Creek overflows its banks.

-Field area:

Sanitary Sewer Pipe: The route will lead from the previous Jack Short property, through the field, past the pool area, and join the existing township sewer line along Yocumtown Road. The right-of-way for construction will be up to 20 feet wide, and done sequentially to reduce overall effects on the area and inconvenience to residents. The pipe will be an 8-inch, pressure-sealed, high strength composite pipe with a lifetime of 50-100 years due to lack of vehicle traffic over the pipe, and strong engineering installation of the pipe. Maintenance access will be achieved by three sealed, screwed-down manholes at intervals along the length of the pipe in the field. The length of the right-of-way will be reseeded. Planting trees will not be allowed within the right-of-way.

-Path across field:

First, everyone must understand that the whole area is a flood plain and will overflow above the entire path during such events without exception. No amount of treating the pathway will prevent this from occurring. The macadam pathway across the field will be removed in the middle of the field to accommodate construction and be replaced upon completion. The path will be raised 3 inches higher to keep the path cleaner and drier in case of minor rain events. Because of terrain the soil in the field remains wet after rains, grass has died, and areas have become muddy and covered with unwanted plants. Landmark proposes placing two drainage tubes encapsulated in rocks held together by mesh which will run the length of the affected area which will drain off excess water quickly after a rain event and daylight the water flow into the swale drainage between the children’s play area which drains directly into Fishing Creek.

Stacy Devine Q&A:

Stacy Devine asked about permitting. Mr. Sweeney said no DEP permits were needed to drain into the stream.

Stacy Devine asked if additional vegetation would be removed from Fishing Creek. Mr. Sweeny said Landmark would not clear additional vegetation from Fishing Creek. However, Landmark would clear the right-of-way of trees during construction and reseed the area after construction. The easement area must remain clear of trees for pipe safety and maintenance by Newberry Township.

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Nathan Herr Q&A:

Nathan referenced a requirement for a rock-covered path to cross an easement. Mr. Sweeney said it did not apply under these conditions.

Laurence Wachs Q&A:

Laurence noted of previous matters brought to the meetings. The first question was about wildlife impacts due to the construction and after the construction is completed. Mr. Sweeney said the construction itself would be done safely along Fishing Creek. The area of construction will be reseeded and returned to association use. The sanitary sewer pipe will be installed to modern standards according to code and should remain stable for 50-100 years because the ground will not be stressed by vehicle traffic and other ground disruptions. The pipe will be pressure tested against leakage and maintenance manholes will be screwed down to maintain the seal and prevent tampering.

Laurence asked about future damage to the West Street berm by the pond. Mr. Sweeney said that the future damage to the berm is unknown without the pond being fixed. However, a functional pond will result in the berm staying stable over the long term and will prevent creation of a sinkhole that may erode that berm.

Laurence asked if the entire pond base would be sealed. Mr. Sweeney said only the area facing the West Street berm should be sealed. A functioning pond will severely limit water seepage into the soil at West Street. The velocity of water traveling in the swale between West Street and Fishing Creek will be reduced and limit erosion.

Alyssa Attinger Q&A:

Alyssa asked about the anticipated time frame for starting the association part of the project. Mr. Sweeney stated an anticipated start after Labor Day 2022, with association projects complete in spring 2023.

Carol Miller Q&A:

Carol Miller asked about a commitment to remove sediment buildup in the pond because she believed the pond must be dredged. Mr. Sweeney said in his inspection there does not appear to be excessive buildup but the pond would be dredged as needed to meet the goal 3 to 5 feet depth. Carol Miller asked if trees in the pond bank would be removed. Mr. Sweeney said they would not except to make the pond function. Carol Miller asked if the storm pipes leading into the pond area above the pond would be refurbished. Mr. Sweeney said Landmark would clean and service storm pipes. Carol Miller mentioned possible flooding issues in the swale above the pond previously reported. Mr. Sweeney noted the area drains directly into the pond area without hindrance. When the pond functions the water will maintain at the 3 to 5 feet level, then overflow downstream into Fishing Creek, and limit flooding.

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Nathan Herr Motion for Landmark Proposal Preparation:

Nathan Herr made a motion to allow Landmark to prepare a document binding Landmark to perform listed tasks in exchange for the association signing off on the right-of-way for the sanitary sewer pipe for review by the board. The document should include the following assurances:

-clear the pond of vegetation;

-install an overflow silo near West Street to maintain a 3 to 5 feet water level in the pond;

-replace the leaking pipe under West Street with a modern pipe that will carry the overflow from the pond into the swale between West Street and Fishing Creek, and stabilize the pipe area;

-clear the storm outflows near West Street, above and below the pond;

-screen plant trees, and/or plant shrubs along the bank near the pool and facing upstream toward the playground;

-install an 8-inch sanitary sewer line with three sealed maintenance access manholes from the previous Jack Short property upstream on along Fishing Creek through association property, alongside the pool to the sewer hookup with Newberry Township along Yocumtown Road, according to modern code;

-reseed the field area after laying the sanitary sewer pipe;

-inlay two drainage system rock-encapsulated drains under the pathway between the footbridge over Fishing Creek and the playground to drain the field areas that retain water after rains and open into the swale between the playground and Fishing Creek,

- slightly raise the level of the pathway to keep the pathway dry more quickly after small rains, and;

-pay the association an additional $10,000 for other association needs.

Stacy Devine seconded the motion. The board unanimously voted to refer the motion to Landmark for their action. Mr. Sweeney said Landmark will prepare a formal proposal for board consideration and potential approval within two weeks, latest by first week of December, 2021. Mr. Sweeney thanked the board for their time and left the meeting.

1. Presentation of Reports:
2. Treasurer

Treasurer Eric Harris noted that the funds barely cover the budget as written but the budget balances with the fee increase of $2.00. The budget was aired and

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 discussed in detail at the October regular meeting. Eric asked if the security system was considered in that budget, was told it was not, that the association had not approved the system, and thus not considered in the budget. Eric stated that typically organizations maintain extra funds, that extra funds should be collected for such items. Nathan Herr and Les Gouffer noted that the association maintains reserve funds according to a previous engineering study which estimated future financial needs by specific asset. Nathan also noted that the association bylaws limit increases to necessary levels, and that a special assessment is available if it becomes necessary. This a not-for-profit association. Line items within the budget can be reallocated by the board to meet needs. Carol Miller agreed to give him what she has in her files on the subject. The budget must be passed this meeting to meet our financial obligations and give residents notice of the fee increase.

1. Secretary- No report.
2. Committees-

Landscape- The new snow plow contractor met with Carol Miller and Laurence Wachs previously and is prepared to assume duties as needed. Laurence provided the contractor with his contact information as weekend point of contact during the upcoming winter season.

Bylaw committee- Laurence reports that he will join the association online site to introduce himself, inform how to access the bylaws, and invite participation by any members for improvements to the bylaws by addition, to existing bylaws, deletion of bylaws, or amendments to bylaws.

Security system- Laurence reported that he will update the previously sent document meant to address the non-conforming bids sent to board members for review. The board-approved version will be sent to PMI with instructions for resend to the 3 known vendors with a request for a new conforming bid for board review. We anticipate receiving updated bids for review by early spring. The proposed security system for the main recreation area and the clubhouse is still scheduled for serious consideration in early spring, 2022.

Landscape Committee- Nothing new to report.

VIII: PMI Call-in for current business

Donna from PMI called in place of Carey Twigg to discuss current matters. Donna first required confirmation of approval of the 2022 budget by the board,

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with the $2.00 monthly fee increase. Laurence made motion to approve the budget as presented for 2022, the motion was seconded by Nathan Herr, and the board voted unanimously to approve the budget. A letter will accompany the budget sent to homeowners with email. PMI will send letters to homeowners without ACH debits to give notice of fee increase.

Donna revisited the concrete repair needed by the mailboxes on White Dogwood Drive near Red Mill Road. The previous $9,000 bid was unacceptable. New bids must be solicited. Donna said 2 bids were received and will be communicated to the board.

1. Old Business

Members offered no additional old business.

1. New Business

Members offered no new business for discussion.

1. Adjournment

Carol Miller made motion to adjourn the meeting. Alyssa Attinger seconded the motion, and the board voted unanimously to adjourn the meeting. The next meeting will be on December 15, 2021, at 7:00 pm via Zoom. Nathan Herr will send out the Zoom address for use.

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