

Executive Board Meeting Agenda – Watson Run HOA

Date/Time: Tuesday, January 26, 2021 at 1PM via Zoom

Members:

- Fran Cannon
- Rob Peters
- Dan Sweeney
- Vicki Michuck
- Bill Watkins

Meeting Agenda

Call to Order: Fran Cannon will call the meeting to order at 1PM.

Approval of Meeting Minutes: The executive board will review the December 14, 2020 executive board meeting minutes, the December 14, 2020 homeowner meeting minutes, and the January 7, 2021 community fire alarm meeting minutes.

Item 1: Old Business/Committee Reports & Updates

- A. ARC Update – Fran (pending written report from ARC chairperson) **PAGE 3.**
- B. Helping Hands Update – Fran
- C. Locksmith Update – Amber
- D. Kipcon Update (scheduling) – Amber
- E. Comcast update – issues with community room TV; options for saving money.
- F. Western boundary update – Fran
- G. Leacock Township – letters sent to residents. **PAGES 26-27**
- H. Berks Homes – response about survey plan
- I. Steps taken since last meeting/next steps.
- J. Violation updates - Note: We agreed at the last meeting that door tags would be used and if residents did not respond that fines would be applied to their accounts.
- K. Berks updates – Amber
 - Stop sign (Gary promised a temporary stop sign on 10/30/20 – still no sign)
 - Status of negotiations with A, T, & T regarding walking path connector
 - Status of basin/swale inspections
 - Status of repairs to curb stops.
- L. Update on fire alarm monitoring project – Amber & Fran
- M. Update on negotiations with Myron – response to recent email from Myron (Fran & Amber)

Item 2: New business:

- A. Billing for special projects done by WC (fire alarms)
- B. “Trespassing” issues – snowmobiles, etc. and response from the township and the state police
- C. Garden of Hope landscaping project and its impact on WR

- D. Request from 8 Boxwood to remove an “extra” street tree on their property – potential interference with utility lines and mailboxes. (see attached email)
- E. Fran’s agenda additions if time allows.

Item 3: Financials

- A. The board will review the December 2020 financial packet and the 2020-year end report.
PAGES 9-11
- B. Options for addressing capital reserve shortfall – short-term & long-term.
- C. 2020 Excess Budget Monies for Credit to Homeowners. The Association retained \$75,851.41. Each of the 178 homes would be owed a credit of \$426.13.

Adjournment –

Monthly ARC Summary Month ending 1/20

- Total 2020 Requests – 92 (That closes out the 2020 year)
- New Requests Pending Review – 0
- Total Requests Approved – 92
- Total Requests not Requiring ARC Review – 2
- Total Project Completion Reviews Completed – 81 ○ Projects Completed as Approved – 81

Update on Approved Project request not completed - 1.

- ✦ 28-2020. Homeowner Alvin Beiler @ 66 Springhouse Lane. Request to install a 12 x 16 deck on back of house.

Project Completed as Approved

Note: A color appropriate striped grey and black electric awning has been Installed on their home following completion of their deck with no evidence of prior ARC approval.

ARC Request was submitted, 95-2020, for installation of the Sunsetter awning, project was approved and closed.

- Project Approved, but not started:
 - 61-2020 – 51 Pleasant - 61-2020 A. Request for railings to be installed on existing back patio. 61-2020 B. Request to install a paver block patio adjacent to existing patio. **Project on hold, still awaiting patio repairs by Berk's.**
- 94-2020 – this project was submitted on 11/29 for permission to enlarge existing deck. There was a delay in approval due to additional detail of project that was needed. Final approval was given on 1/13/2021.
- 95-202 – 66 Springhouse Lane – This request was for installation of a Sunsetter retractable awning that had previously been installed during the construction of a rear deck. An ARC request for the installation of the awning was never submitted putting the resident in violation of the ARC Rules and Regulations. The resident was notified of the violation and an ARC request was submitted on 12/15 and approved on 12/17 closing out the existing violation.
- 94-2020 and 95-2020 were the first two and only ones that were submitted and approved through the new process of submission to the ARC chairman, review by the ARC, approval by ARC/EB, and final approval letter being sent by ARC chairman to resident, and to WooCat for their records.

There have been no new requests for 2021.

Executive Board Meeting Minutes – Watson Run HOA

Date/Time: Mon, December 14, 2020, 4pm via Zoom

Members:

- Fran Cannon
- Rob Peters
- Dan Sweeney
- Vicki Michuck
- Bill Watkins

Meeting Minutes

Call to Order: Fran Cannon called the meeting to order at 4PM.

Approval of Meeting Minutes: The executive board unanimously approved the November Meeting Minutes and the Special Fire Alarm Monitoring Meeting Minutes.

Item 1: Old Business/Committee Reports & Updates

- ARC Update – Fran Cannon provided the update from the ARC.
- Helping Hands Winter Projects – Fran Cannon reviewed updates from the HH committee. The board is amicable to the HH committee’s list of intended projects. Fran Cannon and Rob Peters will continue to update the executive board.
- Locksmith Update – The locksmith will complete ASAP.
- Kipcon Update – WCPAM will ask Kipcon their recommendation as to when to begin the phase 3 study.
- Final review/discussion of western boundary proposal – The board reviewed Fran Cannon’s recommendations and agreed with Fran’s recommended course of action.
- Discussion of concerns raised by resident on western boundary (pending receipt of requested information) – The board will continue to review this issue and work to reach an amicable resolution.
- Trash Contract Update – The trash vendor has asked the board to honor the contract that Esquire Management signed without the former board’s consent.
- Violation Updates – WCPAM will follow up with remaining homeowners with violations.
- Berks update – status of asphalt repairs/replacement on walking path; negotiations with A, T, & T regarding the connector path on Pleasant; follow up on grass circle; survey documentation on western boundary where medallions/metal stakes were placed; status of basin/swale inspection; stop signs – Berks has provided no updates to the board and/or to WCPAM.

Item 2: Financials

- The executive board reviewed and unanimously approved the November 2020 financial packet.

- B. WCPAM reviewed the checking/savings/AP/AR account info with the board from 01-01-2020 to 11-30-2020. The board unanimously approved the report.
- C. Balances as of 11/30/2020: CH - \$161,102.27 - Savings: \$221,884.56

Item 3: New Business

- A. Yarnell Formal Proposal Updates – the executive board unanimously approved Yarnell’s proposal to place cellular fire alarms in all homes throughout Watson Run, the associated installation costs, the monthly monitoring, and adopted the Watson Run rules and regulations.
- B. SSC Notification to Cancel Service – WCPAM will cancel SSC once all homes have been turned over to Yarnell.
- C. The executive board prepared for the community budget meeting.

Adjournment - The meeting adjourned at 6PM for the homeowner meeting.

Homeowner Meeting Minutes – Watson Run HOA

Date/Time: Mon, December 14, 2020, 6pm

Zoom

Members:

- Fran Cannon
- Rob Peters
- Dan Sweeney
- Vicki Michuck
- Bill Watkins

Meeting Minutes

Item 1: Community Welcome & Introduction of All Board Members

*President Fran Cannon gave the community welcome and introduced all board members and the management company.

Item 2: Berks & Transition Updates

*President Fran Cannon provided updates from Berks and the Transition Updates that are known to the HOA to date.

Item 3: Western Boundary Update

*President Fran Cannon provided updates regarding the western boundary issue. **PAGES 12-13**

Item 4: Fire Monitoring for ALL Homes Update

*President Fran Cannon and WCPAM reviewed a memo the executive board requested for WCPAM to draft and review with the community regarding the township's mandatory fire alarm monitoring stipulation for all homes throughout Watson Run. **PAGES 15-19**

Item 5: 2020 Financial Review – WCPAM

*WCPAM reviewed the 2020 budget vs. actual report with homeowners and reviewed the proposed 2021 budget. WCPAM also reviewed the bank statements for 2020 – noting the actual income and expenses.

Item 6: 2021 Budget Review – WCPAM and Executive Board

*Completed as a part of Item #5.

A. Review of 2021 Budget Questions Previously Submitted Prior to Meeting

Submitted Questions for Budget Meeting

1. Will homeowners receive a refund of 2020 dues per the governing documents? If there are unspent budgetary monies at the end of 2020, the executive board will follow the governing documents concerning credits and/or refunds.
2. Homeowner believes there is a budget shortfall. There is no budgetary shortfall to date.
3. Does every home have a working fire alarm which is dictated by township regulation? No, and that is why the executive board will be following the township's requirement and making certain all homes in the community are monitored by the Association's fire alarm monitoring vendor.
4. What are the actual expenses and income in 2020? WCPAM reviewed this as a part of the agenda.
5. Why is the cable bill so high? Included invoices from 2019. The executive board is also looking for ways to reduce the cable, internet, and phone bill for the clubhouse.
6. When will the township plow our streets? The township will never plow the streets per the final subdivision plan – agreed to by Watson Run's developer and the township.
7. What is the monthly amount being sent to the replacement reserve fund? \$3750 per month.
8. What is SWM? Storm Water Management
9. What is general maintenance? Includes all general maintenance needs throughout common areas of the community.
10. What are grounds and maintenance? Includes all landscaping.
11. How does 2021 budget compare to 2020 budget? The budgets are virtually the same.
12. How does the proposed budget impact the monthly HOA fee going forward? The executive board is hopeful that the budget will cover expenses and also help to keep the proper funding levels for the reserve replacement fund.

13. What is done with unused snow money? The budget projections for each line item are anticipated projections only. If the yearly income is more than the expenses, the association will credit back homeowners. If the yearly expenses are more than the income, homeowners will receive a special assessment.
14. When will we get a bill from the township for water? The township has not provided the association with an update. However, when the township begins assessing water fees – the association covers the costs in the monthly association fee.
15. Will homeowners have to pay for their water? Not directly, the association covers the water bill for every home as a part of the monthly association dues.

B. A ten-minute break was taken to allow for the submission of final budget questions & final voting.

C. Notification of 2021 Budget Approval Decision by Homeowners –
The attending homeowners voted to adopt the 2021 budget.

Item 7: Adjournment – 7:15PM

| Watson Run HOA - 2020 Watson Run Budget | | | | | | |
|--|-------------------------------|-------------------|--------------------|------------------------------|--------------------|--------------------|
| | 12/1/2020 - 12/31/2020 | | | 1/1/2020 - 12/31/2020 | | |
| Account | Actual | Budget | Over Budget | Actual | Budget | Over Budget |
| Income | | | | | | |
| Association Fee Income | \$43814.76 | \$37113.00 | \$6701.76 | \$461102.22 | \$445356.00 | \$15746.22 |
| Convenience Fee | \$6.15 | \$0.00 | \$6.15 | \$227.91 | \$0.00 | \$227.91 |
| Interest Income | \$7.17 | \$62.50 | -\$55.33 | \$74.77 | \$750.00 | -\$675.23 |
| Reimbursement | \$0.00 | \$0.00 | \$0.00 | \$1804.00 | \$0.00 | \$1804.00 |
| Watson Run Water Income | \$0.00 | \$0.00 | \$0.00 | \$2660.05 | \$0.00 | \$2660.05 |
| WR - CAP Reserve Income | \$0.00 | \$0.00 | \$0.00 | \$1000.00 | \$0.00 | \$1000.00 |
| Total for Income | \$43828.08 | \$37175.50 | \$6652.58 | \$466868.95 | \$446106.00 | \$20762.95 |
| Expenses | | | | | | |
| Association Fees | \$0.00 | \$0.00 | \$0.00 | \$625.50 | \$0.00 | \$625.50 |
| Bank Fees | \$35.95 | \$0.00 | \$35.95 | \$703.40 | \$0.00 | \$703.40 |
| Legal and Professional Fees | \$450.00 | \$833.33 | -\$383.33 | \$10263.73 | \$10000.00 | \$263.73 |
| SWM | \$0.00 | \$875.00 | -\$875.00 | \$0.00 | \$10500.00 | -\$10500.00 |
| WR - Admin & Postage | \$0.00 | \$100.00 | -\$100.00 | \$1168.76 | \$1200.00 | -\$31.24 |
| WR - CH Cable | \$442.41 | \$208.33 | \$234.08 | \$3229.27 | \$2500.00 | \$729.27 |
| WR - CH Carpet Clean | \$0.00 | \$83.33 | -\$83.33 | \$0.00 | \$1000.00 | -\$1000.00 |
| WR - CH Cleaning | \$455.80 | \$450.00 | \$5.80 | \$8358.40 | \$5400.00 | \$2958.40 |
| WR - CH Maint Supplies | \$0.00 | \$166.67 | -\$166.67 | \$1200.10 | \$2000.00 | -\$799.90 |
| WR - CH Propane | \$145.87 | \$583.33 | -\$437.46 | \$4144.88 | \$7000.00 | -\$2855.12 |
| WR - CH Water & Sewer | \$0.00 | \$100.00 | -\$100.00 | \$3840.00 | \$1200.00 | \$2640.00 |
| WR - General Maintenance | \$155.82 | \$666.67 | -\$510.85 | \$6484.90 | \$8000.00 | -\$1515.10 |
| WR - Grounds & Maintenance | \$0.00 | \$15817.33 | -\$15817.33 | \$143188.00 | \$189808.00 | -\$46620.00 |
| WR - Liability & Casualty Insurance | \$1050.00 | \$583.33 | \$466.67 | \$10515.98 | \$7000.00 | \$3515.98 |
| WR - Management Fees | \$3204.00 | \$3204.00 | \$0.00 | \$38448.00 | \$38448.00 | \$0.00 |
| WR - Replacement Reserve | \$3750.00 | \$3750.00 | \$0.00 | \$45500.00 | \$45000.00 | \$500.00 |
| WR - Security Alarm Monitoring | \$36015.32 | \$2000.00 | \$34015.32 | \$56257.44 | \$24000.00 | \$32257.44 |
| WR - Snow Removal | \$0.00 | \$3333.33 | -\$3333.33 | \$1485.00 | \$40000.00 | -\$38515.00 |
| WR - Tax Return | \$0.00 | \$0.00 | \$0.00 | \$300.00 | \$550.00 | -\$250.00 |
| WR - Trash Removal | \$5760.00 | \$2666.67 | \$3093.33 | \$34573.33 | \$32000.00 | \$2573.33 |
| WR - Water Association Fees | \$0.00 | \$0.00 | \$0.00 | \$6.55 | \$0.00 | \$6.55 |
| WR- CH Electric | \$0.00 | \$416.67 | -\$416.67 | \$2405.24 | \$5000.00 | -\$2594.76 |
| WR- Electric Street Lights | \$15.42 | \$625.00 | -\$609.58 | \$3002.59 | \$7500.00 | -\$4497.41 |
| WR Pool | \$1353.16 | \$666.67 | \$686.49 | \$15316.47 | \$8000.00 | \$7316.47 |
| Total for Expenses | \$52833.75 | \$37129.67 | \$15704.08 | \$391017.54 | \$446106.00 | -\$55088.46 |
| Net Operating Income | -\$9005.67 | \$45.83 | -\$9051.50 | \$75851.41 | \$0.00 | \$75851.41 |

2020 Bank Checking Statement Ending Balances

2019 Checking Account Ending Balance 12-31-2019 - \$76,245.19

2020 Checking Account Ending Balance 12-31-2020 - \$152,096.60

| 2020 WATSON RUN CHECKING | INCOME | EXPENSES | INTEREST - included in total income |
|-------------------------------------|---------------------|---------------------|--|
| JANUARY | 53,024.85 | 23,948.25 | 4.07 |
| FEBRUARY | 38,266.7 | 24,388.02 | 4.82 |
| MARCH | 40,819.5 | 23,309.54 | 5.82 |
| APRIL | 36,518.33 | 19,098.25 | 6.23 |
| MAY | 37,037.66 | 23,562.82 | 6.92 |
| JUNE | 38,282.33 | 63,399.57 | 5.63 |
| JULY | 29,744.6 | 30,755.78 | 6.23 |
| AUGUST | 43,904.69 | 25,929.41 | 6.77 |
| SEPTEMBER | 32,653.85 | 33,457.83 | 6.65 |
| OCTOBER | 39,338.04 | 38,942.83 | 7.52 |
| NOVEMBER | 33,450.32 | 31,391.49 | 6.94 |
| December | 43,828.08 | 52,833.75 | 7.17 |
| TOTAL | \$466,868.95 | \$391,017.54 | \$74.77 |

2020 Bank Savings Statement Ending Balances

2019 Savings Account Ending Balance 12-31-2019 - \$195,844.10

2020 Savings Account Ending Balance 12-31-2020 - \$225,653.45

| 2020 WR SAVINGS | INCOME | EXPENSES | INTEREST |
|------------------------|--------------------|--|-----------------|
| JANUARY | 3750 | | 16.67 |
| FEBRUARY | 3750 | | 15.88 |
| MARCH | 3750 | *17895 - flooring reim. to checking | 16.58 |
| APRIL | 500 | | 0 |
| APRIL | 3750 | | 15.59 |
| MAY | 3750 | | 16.48 |
| JUNE | 3750 | | 16.25 |
| JULY | 500 | | 17.14 |
| JULY | 3750 | | 0 |
| AUGUST | 3750 | | 17.48 |
| SEPT | 500 | | 17.25 |
| SEPT | 3750 | | 0 |
| OCT | 500 | | 18.19 |
| OCT | 3750 | | 0 |
| NOV | 500 3750 | 0 | 17.95 |
| DEC | 3750 | 0 | 18.89 |
| TOTAL | \$47,500.00 | \$17,895.00 | \$204.35 |

*The new clubhouse flooring came out to about \$4.76 a square foot for the clubhouse and that included the gym quality anti-microbial flooring. Price included removal and disposal of old clubhouse and gym flooring, labor, and materials for new clubhouse wood laminate and antimicrobial gym flooring.

*new home sales

*3750 are monthly contributions to fund the cap. Reserve

December 9, 2020

To: Watson Run Residents

From: Executive Board

Subject: Common Space on Watson Run's Western Boundary

Description of Issue:

During the recent pre-transition walkaround with Berks Homes, which included the Executive Board, Transition Team, and Amber Martin from WCPAM, there was a discussion regarding significant ongoing concerns about the condition of the common areas along the far side of the Watson Run walking path that borders neighboring properties. Some neighboring properties have piles of debris, yard waste, and other messes in the areas behind their homes which we believe are actually on Watson Run property. There are also some structures such as fire circles, animal pens, and sheds that appear to be either on Watson Run property or too close to the property line based on township setback rules. Pictures of these areas can be found in the notes from the October 30th walkaround posted on the HOA website. We believe these issues were brought to the attention of Berks Homes in the past but were never addressed. Unfortunately, the situation has only worsened over the years. When asked about those issues directly on 10/30, Berks Homes indicated that they feel it is up to the township to address property line encroachment and asked WCPAM to send a list of the suspected encroachments and other issues to Leacock Township to follow up. We are awaiting more information about how the township will handle possible existing encroachment.

Why this issue matters to the Watson Run community:

In addition to the unsightly appearance of the current conditions along the border, the Executive Board is concerned about protecting our property from future encroachment. Not only are there potential liability issues with structures located on or too close to our property line, there are other significant consequences of not dealing with these issues. Besides using portions of Watson Run property for recreation, compost piles, wood piles, dumping, etc., some neighboring property owners have been mowing portions of Watson Run Property. While that may not seem like a problem, there is a PA law called Adverse Possession (often referred to as "squatter's rights"). Adverse possession describes the situation when a [trespasser can take title](#) to a neglected piece of property and is most common when property lines are misdrawn or neighbors are otherwise mistaken. We believe that there are currently 4 properties using Watson Run for their own personal purposes. If they lay claim to these areas, this would be approximately 3-4 acres, which is about 10% of the total property of Watson Run which we could lose. It appears that Berks Homes and Red School LLC, the original owners of these areas of Watson Run, have ignored misuse of the property along the western border at least since the community was initially approved for development in 2006. It is critical for the future of Watson Run that we officially confirm the property lines prior to Berks giving us title to this property during transition. Berks recently had their surveyor place markers at the northern and southern ends of the western boundary but we still need to determine the rest of the property line. We are working on a plan to accomplish this objective.

Steps taken by the Executive Board to address the issues:

Following the meeting with Berks Homes on 10/30, the board appointed a special subcommittee composed of one board member and two Transition Committee members to investigate the issues on the western boundary and come up with a proposal. Berks Homes was contacted and they agreed to allow us to mark the boundary now even though the transition has not taken place. After many hours of research by the subcommittee, a recommendation was presented to the Executive Board at a special meeting on Friday, 12/4/20. The board voted to approve and implement the committee's recommendations. The subcommittee strongly recommended that we arrange to have property boundaries officially surveyed and marked along the entire length of the border. To the best of our knowledge there are at least 5 residential properties along the border plus Stoltzfus Homestead and Gardens. Once the entire boundary is marked, we are recommending 10-12 composite posts be installed at key points along the border where our property meets one or more of the neighboring properties. In addition, up to 6 of these posts will have a "Watson Run Private Property" sign attached to them facing west. The posts will be built from composite materials by the Helping Hands committee and signs will be purchased.

In conclusion, the Executive Board has a fiduciary responsibility to protect Watson Run property from misuse or loss. We feel that the committee's proposal is the best way to accomplish this objective.

January 7, 2021 at 4PM

Watson Run HOA Fire Alarm Monitoring Homeowner Meeting

MEETING MINUTES

The meeting was called to order at 4PM. There were 89 people attending via computer and/or phone.

ITEM 1: FRAN CANNON WELCOMED HOMEOWNERS

President Fran Cannon welcomed all homeowners and reminded homeowners that the fire alarm monitoring of each home was reviewed with the community at the December 14, 2020 homeowner budget meeting. The purpose of today's meeting is to re-review the township fire alarm monitoring requirement, review the updated rules and regulations with the community concerning the fire alarm monitoring requirements and seek homeowner input, and discuss fire alarm costs and the proposed installation schedule.

ITEM 2: WCPAM REVIEWS BACKGROUND ON FIRE ALARM ISSUE

WCPAM reviewed their fire alarm monitoring memo that was drafted on behalf of the executive board.

ITEM 3: WCPAM WILL REVIEW WEBSITE WITH APPLICABLE INFORMATION

WCPAM reviewed the Watson Run webpage which details the fire alarm monitoring installation process, associated costs, installation schedule, and township/association requirements.

ITEM 4: FRAN CANNON WILL REVIEW YARNELL'S INSTALL SCHEDULE EXPECTATIONS, & ASSOCIATED COSTS

President Fran Cannon reviewed Yarnell's install schedule on pages 20-25.

ITEM 5: WCPAM/FRAN CANNON WILL REVIEW SUBMITTED QUESTIONS

***HOMEOWNERS MAY SUBMIT QUESTIONS AT:**

<http://www.watsonrunhoa.com/172021-fire-alarm-meeting.html>

All homeowner questions were answered within the agenda. Information is contained in the MEMO, on the Watson Run website, and emailed out to all homeowners by President Fran Cannon. Installation costs are roughly \$18,679.32 and will be paid for by the association, monitoring costs will be \$18.00 per month/per home and paid for by the association (all homes will be monitored via 5G wireless cells, Yarnell will provide a monthly monitoring report to the association to make certain all fire alarms are working, and future boards may change the terms and conditions of the fire alarm monitoring system rules and regulations.

33. Fire Alarm Monitoring

Pursuant to the following township requirement contained in the original approved plans for Watson Run, the township is mandated to comply:

“The Developer shall require the builder to provide each residential unit with a fire detection system that would automatically notify the appropriate emergency responders in the event of a fire. The system shall be mandatory for each home and shall be operated through the homeowner’s association and identified as such within homeowner association documents”.

The Association intends to comply by the creation of the following rules and regulations.

- A. All Watson Run residents are required to have the approved fire alarm monitoring system installed in their homes and monitored by the vendor approved by the Executive Board.
- B. Any additional monitoring services including but not limited to burglar alarm systems through the HOA’s vendor or any other vendor will be the responsibility of the homeowner.
- C. The HOA will pay for a one-time installation of 2021 cellular fire monitors.
- D. The HOA agrees to pay the monthly fire alarm monitoring cost from the association fees so the HOA can have the system tested monthly to ensure all homes comply. The HOA reserves the right to cease covering the monthly fire alarm monitoring costs during any subsequent budget cycles and turn over all monitoring costs to individual homeowners.
- E. The homeowner pays for all non-warranty related issues with the cellular fire monitors. Homeowner also pays for any needed service calls for all non-warranty related issues.
- F. The HOA reserves the right and has the obligation to make certain all homeowners are in compliance with the township fire monitoring mandate.

ITEM 6: ADJOURNMENT – the meeting adjourned at 5:15PM

MEMO

December 4, 2020

To: Watson Run Executive Board

From: WCPAM

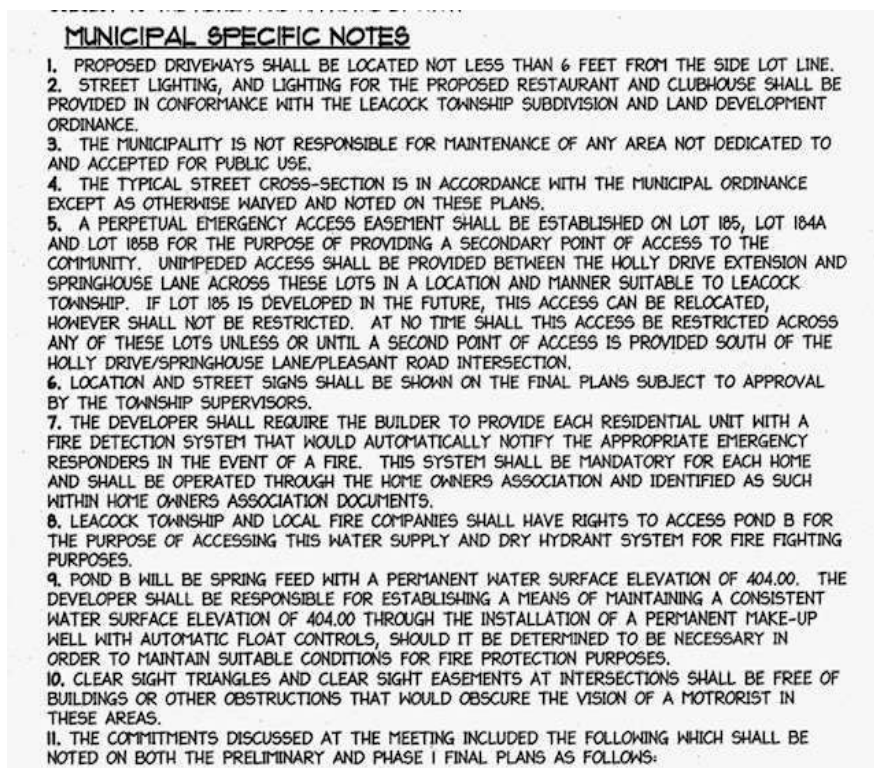
Subject: Individual & Monitored Fire Alarm Systems for All Homes in the Watson Run community.

1. **Question:** Where does the mandate for fire alarm monitoring originate?

Answer: In an October 13, 2020 email to WCPAM from Leacock Township official, Frank Howe - Mr. Howe wrote:

“This is a requirement of the Final Subdivision and Land Development Plans. Look at the final plans for Phase 1 page 2 of 40 under Municipal Special Notes # 7. That explains it for you. This was done because of the closeness of the homes and not because of the availability of water. Frank Howe”

Below, is the section Frank Howe is referencing above (please read item #7):



2. **Watson Run Governing Document Stipulations:**

Unfortunately, from what WCPAM and current executive board members can gather, the governing documents are silent on the matter – although, the township requirement calls on the

Association to operate all fire alarm systems throughout the Association. It is WCPAM's interpretation that this area was left vague so the Association may come up with rules and regulations to address and facilitate the fire alarm monitoring requirement. *To date, this requirement is outstanding, and the current executive board should immediately rectify.*

3. **Further Complications & Considerations:**

- A. Triple H was the fire alarm monitoring service for the Association until Triple H sold their company to Security Services (SS). Unknown, to the executive board and the managing agent, Triple H subcontracted the actual fire alarm monitoring to Yarnell Security. Once Triple H sold their business to SS, SS terminated Yarnell's fire monitoring – resulting in multiple homeowners having monitoring interruptions. Triple H & SS failed to disclose these changes to the executive board and/or their managing agent. In addition, in less than a year, all cellular systems will require a system upgrade due to cellular requirements – making the current fire monitoring technology obsolete.
- B. Yarnell has agreed to take over the fire alarm monitoring for all homes with the following offer(s):
- \$10.00 (total) per month/per home for fire alarm monitoring for landline monitoring.
 - \$20.00 (total) per month/per home for existing cellular homeowners that want cellular monitoring, and the entire community does NOT turn over to cellular. There is a one-time fee of \$99.00 for the new cellular radios.
 - \$99.00 install fee plus \$18.00 (total) per home/per month for cellular monitoring IF entire community chooses cellular

**Notes about Cellular: No internet is needed for cellular. All cellular radios will be programmed at Yarnell before installation and the technology should be good for at least 10 years. Yarnell technicians will mount the new cellular radios on the homeowner's existing alarm panel, test while there, and then leave. Goal is to complete 20-40 per day. Every 30 days, each system will be automatically tested by Yarnell and system verifications will be sent to WCPAM.*

4. **WCPAM Recommendations:**

- A. For the Association to meet the township mandated fire alarm monitoring requirements, it is critical for the executive board to implement rules, regulations, and procedures surrounding fire alarm monitoring. The only way to make absolutely certain that all homes are (1) in compliance with fire alarm monitoring, and (2) actually being properly monitored – is for the Association to contract with a service provider and receive monthly updates regarding all fire alarm monitoring systems.
- B. WCPAM believes the new cellular option provides the best assurances and documentation that the Association is overseeing their fire alarm monitoring duties.

- C. The Association has the ability (but is not mandated) to cover the \$99.00 installation and equipment charges per home.
- D. The Association has the ability (but is not mandated) to cover the \$18.00 per home/per month monitoring fee.
- E. WCPAM strongly suggests that the rules and regulations note that any ongoing maintenance issues with either the cellular radios themselves, or monitoring service be placed on the individual homeowners to contact Yarnell to schedule a service call. The homeowner would then be responsible for the cost of any non-warranty related service calls and/or equipment. The rules and regulations should also note that current and future executive boards have the authority to review the fire alarm monitoring rules and regulations and make changes to either the monitoring equipment, service provider, or financial arrangements as the executive board deems necessary. Just because the current board is agreeable to allowing the Association to cover both the original equipment charges AND the monthly monitoring fees, does not mean either will be practical or financially feasible for future boards.

5. Budget Considerations:

- A. Per Section 9.6. of Watson Run's governing documents, the executive board is granted leeway if future expenditures exceed actual budgetary projections:

Section 9.6. Adoption of Non-Budgeted Common Expense Assessments. If the Executive Board votes to levy a Common Expense assessment not included in the current budget, other than one enumerated in Section 9.3 of this Declaration, the Executive Board shall immediately submit a copy or summary of such Common Expenses to the Unit Owners and such Common Expenses shall be subject to rejection in the same manner as a budget under Section 9.5 hereof. Notwithstanding the foregoing, the Unit Owners shall not have the power to reject the imposition of Common Expense assessments due to the actual cost of a budgeted item being in excess of the amount originally budgeted.

- B. The Association is responsible for maintaining an adequate capital reserve balance and is authorized to use such monies for capital projects. In addition, the Association is responsible for crediting homeowner accounts with any surplus monies. The Association could apply 2020 surplus funds to pay for unplanned fire alarm monitoring costs with the caveat that the executive board needs to make the Association aware of the reason(s) why. The Association may also choose to use capital reserve monies to fund the cellular installs.

Section 9.13. Capital Reserve Fund. Commencing upon the First Settlement and thereafter at the closing with respect to each Initial Third Party Purchaser, the Association shall collect from each such purchaser of a Residential Unit the sum of Five Hundred Dollars (\$500.00), which amount shall be deposited and held in a separate account and used by the Association to establish a capital reserve account. No amount paid hereunder shall be considered an advance payment of regular Common Expense assessments. No Unit Owner is entitled to a refund of these monies from the Association upon the subsequent conveyance of his or her Unit or otherwise.

4020079681306411

24

Section 9.14. Surplus Funds. Any excess amounts accumulated from Common Expense assessments, Limited Common Expense assessments or reserves, together with any income related thereto, which exceed the amounts required for each, shall be credited to each Unit in accordance with Section 5313 of the Act and shall be applied to subsequent assessments against each such Unit until exhausted.

- C. The executive board needs to determine if they view the ongoing monitoring expenses as common expenses or limited common expenses. Past precedents (with no official policies) have treated the monitoring aspect as common expenses (meaning the Association pays the bills).

-END-

Group 1 – Yellow (26*) - existing cells

- | | |
|--------------------------------|--------------------------|
| 1. Klinger – 1 Pleasant | Monday 1/11 – 8-1 |
| 2. Meeks – 2 Pleasant | Monday 1/11 – 8-1 |
| 3. Cochran – 17 Pleasant | Monday 1/11 – 8-1 |
| 4. Murray – 23 Pleasant | Monday 1/11 – 8-1 |
| 5. Stauffer – 8 Sweet Birch | Monday 1/11 – 1-4 |
| 6. Umbel – 11 Sweet Birch | Monday 1/11 – 1-4 |
| 7. Eyerly – 13 Sweet Birch | Monday 1/11 – 1-4 |
| | |
| 8. Rothwein – 37 Pleasant | Tuesday 1/12 – 7:30-12 |
| 9. Kokoski – 2 Greystone | Tuesday, 1/12 7:30-12 |
| 10. Nevin – 12 Greystone | Tuesday, 1/12 7:30-12 |
| 11. Stephens – 11 Wildflower | Tuesday, 1/12 7:30-12 |
| 12. Trillo – 50 Pleasant | Tuesday 1/12 – 12-4 |
| 13. O'Brien – 13 Wildflower | Tuesday 1/12 – 12-4 |
| 14. Hazelett – 16 Wildflower | Tuesday 1/12 – 12/4 |
| | |
| 15. Hamcke – 53 Pleasant | Wednesday 1/13 – 7:30-12 |
| 16. Golombiewski – 57 Pleasant | Wednesday 1/13 – 7:30-12 |
| 17. Wolstenhome – 70 Pleasant | Wednesday 1/13 – 7:30-12 |
| 18. Brown – 10 Creekside | Wednesday 1/13 – 7:30-12 |
| 19. Hillard – 11 Creekside | Wednesday 1/13 – 7:30-12 |
| 20. Apanowicz – 8 Boxwood | Wednesday 1/13 – 12-4 |
| 21. Friel – 10 Boxwood | Wednesday 1/13 – 12-4 |
| 22. Cannon – 1 Plum Tree | Wednesday 1/13 – 12-4 |
| 23. Murray – 8 Plum Tree | Wednesday 1/13 – 12-4 |
| | |
| 24. Budd – 9 Plum Tree | Thursday 1/14 – 7:30-11 |
| 25. McGowan – 2 Wickerberry | Thursday 1/14 – 7:30-11 |
| | |
| 26. Gomula – 51 Pleasant** | Friday, 1/8 – 9-12 |

Group 2 – Green – 25 units

- | | |
|------------------------------|---------------------------|
| 1. Perdue – 4 Pleasant | Tuesday 1/12 – 7:30-12 |
| 2. Wilson – 5 Pleasant | Tuesday 1/12 – 7:30-12 |
| 3. Dell – 6 Pleasant | Tuesday 1/12 – 7:30-12 |
| 4. Hess – 8 Pleasant | Tuesday 1/12 – 12-4 |
| 5. Schindewolf – 10 Pleasant | Tuesday 1/12 – 12-4 |
| 6. Louth – 12 Pleasant | Tuesday 1/12 – 12-4 |
| | |
| 7. Iezzi – 3 Pleasant | Wednesday 1/12 – 7:30-12 |
| 8. Gehman – 11 Pleasant | Wednesday 1/13 - 7:30-12 |
| 9. Stutman – 14 Pleasant | Wednesday 1/13 - 7:30-12 |
| 10. Moser – 15 Pleasant | Wednesday 1/13 - 7:30-12 |
| 11. Babey – 16 Pleasant | Wednesday 1/13 - 7:30-12 |
| 12. Carey – 21 Pleasant | Wednesday 1/13 – 12-4 |
| 13. Laukhuff – 7 Sweet Birch | Wednesday 1/13 – 12-4 |
| 14. Fisher – 9 Sweet Birch | Wednesday 1/13 – 12-4 |
| 15. Good – 15 Sweet Birch | Wednesday 1/13 – 12-4 |
| | |
| 16. Wilson – 1 Sweet Birch | Thursday 1/14 – 7:30 - 12 |
| 17. Udit – 3 Sweet Birch | Thursday 1/14 – 7:30 - 12 |
| 18. Barreta – 4 Sweet Birch | Thursday 1/14 – 7:30 - 12 |
| 19. Michuck – 10 Sweet Birch | Thursday 1/14 – 7:30 - 12 |
| 20. Kieffer – 14 Sweet Birch | Thursday 1/14 – 7:30 - 12 |
| | |
| 21. Trost – 16 Sweet Birch | Thursday 1/14 – 12-5 |
| 22. Bruno – 9 Greystone | Thursday 1/14 – 12-5 |
| 23. Good – 11 Greystone | Thursday 1/14 – 12-5 |
| 24. Weiner – 13 Greystone | Thursday 1/14 – 12-5 |
| 25. Madge – 15 Greystone | Thursday 1/14 – 12-5 |

Group 3 – Pink (34 units)

| | |
|------------------------------------|---|
| 1. Bradley - 1 Old Ivy | Monday 1/11 – 8-1 |
| 2. Gilchrist - 2 Old Ivy | Monday 1/11 – 8-1 |
| 3. Laskey - 3 Old Ivy | Monday 1/11 – 8-1 |
| 4. Steele - 4 Old Ivy | Monday 1/11 – 8-1 |
| 5. Curtis – 6 Old Ivy | Monday 1/11 – 1-4 |
| 6. Springer – 7 Old Ivy | Monday 1/11 – 1-4 |
| 7. Myers – 8 Old Ivy | Tuesday 1/12 – 7:30-12 |
| 8. Blasi – 10 Old Ivy | Tuesday 1/12 – 7:30-12 |
| 9. Eberly – 11 Old Ivy | Tuesday 1/12 – 7:30-12 |
| 10. Miller – 12 Old Ivy | Tuesday 1/12 – 7:30-12 |
| 11. Hipple – 14 Old Ivy | Tuesday 1/12 – 12-4 |
| 12. Smith – 15 Old Ivy | Tuesday 1/12 – 12-4 |
| 13. Eaby – 16 Old Ivy | Tuesday 1/12 – 12-4 |
| 14. Gonshor – 17 Old Ivy | Tuesday 1/12 – last on schedule (5:30?) |
| 15. Orner – 18 – Old Ivy | Wednesday 1/13 – 7:30-12 |
| 16. Lauer – 4 Greystone | Wednesday 1/13 – 7:30-12 |
| 17. Long – 6 Greystone | Wednesday 1/13 – 7:30-12 |
| 18. Means – 10 Greystone | Wednesday 1/13 – 7:30-12 |
| 19. Satriale – 14 Greystone | Wednesday 1/13 – 7:30-12 |
| 20. Sullivan – 48 Pleasant | Wednesday 1/13 – 12-4 |
| 21. Shelton – 52 Pleasant | Wednesday 1/13 – 12-4 |
| 22. Filoromo – 1 Wildflower | Wednesday 1/13 – 12-4 |
| 23. Keenan – 3 Wildflower | Wednesday 1/13 – 12-4 |
| 24. Perry – 5 Wildflower | Thursday 1/14 – 7:30-12 |
| 25. Stoltzfus – 7 Wildflower | Thursday 1/14 – 7:30-12 |
| 26. Burgess – 15 Wildflower | Thursday 1/14 – 7:30-12 |
| 27. Viskupic – 17 Wildflower | Thursday 1/14 – 7:30-12 |
| 28. McCarty – 8 Wildflower | Thursday 1/14 – 12-4 |
| 29. Montemarano – 10 Wildflower | Thursday 1/14 – 12-4 |
| 30. Hess/Stoltzfus – 12 Wildflower | Thursday 1/14 – 12-4 |
| 31. Hill – 14 Wildflower | Thursday 1/14 – 12-4 |
| 32. Bruno – 2 Wildflower | Friday 1/15 – 7:30-11 |
| 33. Schultze – 4 Wildflower | Friday 1/15 – 7:30-11 |
| 34. Maxwell – 6 Wildflower | Friday 1/15 – 7:30-11 |

Group 4 – Red (29 Units)

- | | |
|-----------------------------------|--------------------------|
| 1. Hillen – 25 Pleasant | Monday 1/11 - 8-1 |
| 2. Hawkins - 27 Pleasant | Monday 1/11 - 8-1 |
| 3. Lee - 29 Pleasant | Monday 1/11 - 8-1 |
| 4. Feeley - 31 Pleasant | Monday 1/11 - 8-1 |
| 5. Sciore - 33 Pleasant | Monday 1/11 – 1-4 |
| 6. Reber - 35 Pleasant | Monday 1/11 – 1-4 |
| 7. Mathers - 39 Pleasant | Monday 1/11 – 1-4 |
| | |
| 8. Ashbee - 41 Pleasant | Tuesday 1/12 – 7:30-12 |
| 9. Biller - 43 Pleasant | Tuesday 1/12 – 7:30-12 |
| 10. Mitchell - 45 Pleasant | Tuesday 1/12 – 7:30-12 |
| 11. Felice - 47 Pleasant | Tuesday 1/12 – 7:30-12 |
| 12. Wilson - 49 Pleasant | Tuesday 1/12 – 12-4 |
| 13. Fleurant - 59 Pleasant | Tuesday 1/12 – 12-4 |
| 14. Schank - 63 Pleasant | Tuesday 1/12 – 12-4 |
| 15. Longo/Murray – 64 Pleasant | Tuesday 1/12 – 12-4 |
| | |
| 16. Englehart – 66 Pleasant | Wednesday 1/13 – 7:30-12 |
| 17. Hanchett – 69 Pleasant | Wednesday 1/13 – 7:30-12 |
| 18. Sobers – 71 Pleasant | Wednesday 1/13 – 7:30-12 |
| 19. Hausmann – 75 Pleasant | Wednesday 1/13 – 7:30-12 |
| 20. Martin – 76 Pleasant | Wednesday 1/13 – 12-4 |
| 21. Cadman – 77 Pleasant | Wednesday 1/13 – 12-4 |
| 22. Peters – 78 Pleasant | Wednesday 1/13 – 12-4 |
| 23. Schaeffer/Chace – 79 Pleasant | Wednesday 1/13 – 12-4 |
| 24. Becker – 80 Pleasant | Wednesday 1/13 – 12-4 |
| | |
| 25. Fisher – 84 Pleasant | Thursday 1/14 – 7:30-12 |
| 26. Schieffer – 10 Wickerberry | Thursday 1/14 – 7:30-12 |
| 27. Watkins - 2 Boxwood | Thursday 1/14 – 7:30-12 |
| 28. Neidhardt - 4 Boxwood | Thursday 1/14 – 7:30-12 |
| 29. Goodman - 6 Boxwood | Thursday 1/14 – 12-1 |

Group 5 – Blue (29 Units)

- | | |
|--|--------------------------|
| 1. Cole - 5 Boxwood | Monday 1/11 – 8-1 |
| 2. Slusar - 7 Boxwood | Monday 1/11 – 8-1 |
| 3. Crooke - 11 Boxwood | Monday 1/11 – 8-1 |
| 4. Laskowsky - 15 Boxwood | Monday 1/11 – 8-1 |
| 5. Eisner - 1 Boxwood | Monday 1/11 – 1-4 |
| 6. Burton - 1 Creekside | Monday 1/11 – 1-4 |
| 7. Parker - 3 Creekside | Monday 1/11 – 1-4 |
| | |
| 8. Brzezowski - 4 Creekside | Tuesday 1/12 – 7:30-12 |
| 9. Bidwell – 5 Creekside | Tuesday 1/12 – 7:30-12 |
| 10. Cattle – 6 Creekside | Tuesday 1/12 – 7:30-12 |
| 11. Mann – 7 Creekside | Tuesday 1/12 – 7:30-12 |
| 12. Spieker – 8 Creekside | Tuesday 1/12 – 12-4 |
| 13. Dean – 9 Creekside | Tuesday 1/12 – 12-4 |
| 14. Martin – 12 Creekside | Tuesday 1/12 – 12-4 |
| 15. Morris – 13 Creekside | Tuesday 1/12 – 12-4 |
| | |
| 16. Heller - 2 Plum | Wednesday 1/13 – 7:30-12 |
| 17. Horst - 3 Plum | Wednesday 1/13 – 7:30-12 |
| 18. Whiteman - 4 Plum | Wednesday 1/13 – 7:30-12 |
| 19. Stuenkel - 5 Plum* (garage code provided) | Wednesday 1/13 – 7:30-12 |
| 20. Wallace - 6 Plum | Wednesday 1/13 – 7:30-12 |
| 21. Dougherty - 11 Plum | Wednesday 1/13 – 12-4 |
| 22. Beitchman – 64 Springhouse | Wednesday 1/13 – 12-4 |
| 23. Fitzgibbon – 65 Springhouse | Wednesday 1/13 – 12-4 |
| 24. Sweeney – 68 Springhouse | Wednesday 1/13 – 12-4 |
| | |
| 25. Brenner - 61 Springhouse | Thursday 1/14 – 7:30-12 |
| 26. Watters - 63 Springhouse | Thursday 1/14 – 7:30-12 |
| 27. Prudhomme - 4 Wickerberry | Thursday 1/14 – 7:30-12 |
| 28. Kauffman - 6 Wickerberry | Thursday 1/14 – 7:30-12 |
| | |
| 29. Otto - 8 Wickerberry | Friday 1/15 – 12-1 |

Group 6 – Circled (35 Units)

1. Smucker - 7 Pleasant
2. Doss - 9 Pleasant
3. Davis - 13 Pleasant
4. Cregan/Curry - 19 Pleasant**
5. Tupper - 55 Pleasant
6. Schubert - 61 Pleasant
7. Rhine - 62 Pleasant
8. Ranck - 65 Pleasant
9. Trout/Kramer - 67 Pleasant
10. Baer - 68 Pleasant
11. Vollano - 73 Pleasant
12. Killinger - 82 Pleasant
13. Hathorne - 86 Pleasant
14. Haskell – 2 Sweet Birch
15. McHenry – 6 Sweet Birch
16. Miller – 5 Sweet Birch
17. Robinson – 12 Sweet Birch
18. Smucker - 1 Greystone
19. Hoffmeier - 3 Greystone
20. Renz - 5 Greystone
21. Wright - 7 Greystone
22. Knight - 8 Greystone
23. Hershey - 16 Greystone
24. McGoldrick - 5 Old Ivy
25. Oldynski - 9 Old Ivy
26. Curphey - 13 Old Ivy
27. Brooks – 9 Wildflower
28. Foster - 2 Creekside
29. Dugan - 3 Boxwood
30. Angelillo - 9 Boxwood
31. Beckwith - 13 Boxwood
32. Patton - 7 Plum
33. Steinruck - 10 Plum
34. Shirk - 62 Springhouse
35. Beiler - 66 Springhouse

Friday, 1/8 – 9-12

LEACOCK TOWNSHIP
3545 WEST NEWPORT ROAD
PO BOX 558, INTERCOURSE, PA 17534
Phone 717-768-8585 Fax 717-768-8471

November 6, 2020

Brian & Gwen Diller
5 Scott Drive
Gordonville, PA 17529

Berks Homes Watson Run Development is now complete and is in the process of being turned over to the Homeowners Association. During this process it has come to my attention through them that the shed and animal pen you have in your side yard is encroaching on their Western boundary and is within 3 feet from the property line. This is a Violation of the Leacock Township Zoning Ordinance for the Suburban Residential Zone side yard setback and must be removed from the current location and located at least 15 feet or more from this property line. They are also claiming that you have a debris pile, picnic table, and fire circle on their side of property line which is in one of their many storm water runoff areas around the development and is in Violation of the Leacock Township Storm Water Ordinance.

I will expect your full cooperation in this matter.

Respectfully,



Lewis A. Dukeman

Zoning Officer/PC Staff Member

Leacock Township

LEACOCK TOWNSHIP
3545 WEST NEWPORT ROAD
PO BOX 558, INTERCOURSE, PA 17534
Phone 717-768-8585 Fax 717-768-8471

November 6, 2020

Wilmer & Emma Stoltzfus

63 Evergreen Street

Gordonville, PA 17529

Berks Homes Watson Run Development is now complete and is in the process of being turned over to the Homeowners Association. During this process it has come to my attention through them that the shed and animal pen in your side yard and their Western boundary is only 1-foot from the property line. I have checked your property file and cannot find any permits for this shed or animal pen which would have had the side yard setback of at least 15 feet. This is a Violation of the Leacock Township Zoning Ordinance for the Suburban Residential Zone side yard setback and must be removed from the current location and located at least 15 feet or more from this property line. They are also claiming that you have a large garden wagon, grass and yard debris on their property. This Western boundary is one of the many storm water runoff areas for the development and these items are in Violation of the Leacock Township Storm Water Ordinance and must be removed. I will expect your full cooperation in this matter.

Respectfully,



Lewis A. Dukeman

Zoning Officer/PC Staff Member

Leacock Township