

**TPSHA Board Meeting
Minutes
December 18, 2024
6:00 pm – Laurie’s House**

Members Present: Laurie Foondle, Terri Hutter, Wes Ichesco, Jon Roe, Doug Vredevelde

Members Absent: Kyle Grazier

1. Call to Order

The meeting was called to order at 6:10 pm.

2. Approve December 2024 Meeting Agenda

Moved by Wes, supported by Laurie, to approve the agenda. Motion carried unanimously.

3. Approve October 2024 Minutes

Moved by Wes, supported by Doug, to approve the October 2024 meeting minutes. Motion carried unanimously.

4. Approve November 2024 Minutes

Moved by Laurie, supported by Doug, to approve the November 2024 meeting minutes. Motion carried unanimously, with the following revision:

Page 2, Grounds Report Item b (Review Snow Contract) – change #3 to read “\$2,782.50 paid in four installments, totaling \$11,130 (for five plows).”

5. President’s Report

a. Priority Waste

Terri said she would let Kyle and Wes know if she had not heard from Priority Waste by December 20 regarding a signed contract, at which time Kyle could follow up with them.

b. Board Task Schedule

Laurie reported that she was in the process of updating the schedule. The Board asked that the month of October be revised to include the Treasurer working on the following year’s budget with the Bookkeeper.

c. Comb Over the Budget, Make Changes, Approve

Terri provided the draft budget for 2025, noting there was a seven percent increase in homeowners dues, as a result of a significant increase in the trash/recycling contract, as well as other increased expenses. This dues increase would result in an approximate \$4600 additional annual dues income. She said the snow removal, grounds, and trash

removal line items could be adjusted as needed, and that they would be asking homeowners to approve the final budget at the annual meeting in January.

Wes suggested talking with Priority Waste to discuss contract options.

Jon asked where surplus funds were located and if the grounds maintenance line item should be higher.

Terri replied that surplus funds were in the Huntington Bank checking account.

Wes thought it would be fine leaving the amount listed for grounds maintenance as is, knowing that surplus funds in the checking account were available if needed.

Terri stated that the budget could be revised such that \$13,500 was budgeted for snow removal (six plows), allowing an increase to grounds maintenance. Then, any excess in the snow removal budget could be added to either or both of the grounds maintenance and surplus funds.

With regard to the Huntington Bank CD, Terri said the bank would provide notification in January of the 1/24/2025 expiration date.

Jon suggested the Huntington CD be placed in an account so it could be combined with the True Community CD that would be expiring in December 2025. He thought it would be beneficial to align both of these CDs.

Doug stated that he would look at rates for renewing the Huntington Bank CD.

6. Treasurer's Report

a. Budget Update

See previous discussion under President's Report.

b. Check Reviews/Approvals

Check #1394 - \$2782.50 Boswell Lawn Service (November snow contract)

Check #1395 - \$1500.00 Lee's Outdoor Services (November)

Check #1396 - \$2782.50 Boswell Lawn Service (December snow contract)

Check #1397 - \$125.70 Wes Ichesco (two wreaths, driveway markers)

Check #1398 - \$337.50 Ridenour Landscaping (November weeding both entrances)

Debit -- \$1418.86 Priority Waste (December trash/recycling)

Moved by Jon, supported by Doug, to approve the checks. Motion carried unanimously.

7. Grounds Report

a. Missing Reflector at South Entrance

Wes reported that one of the reflective posts at the south entrance was missing and needed to be replaced, adding that reflective tape on the gas pipes was ineffective. With Board approval, he would order two new reflective devices, the same as what currently exist, and he would replace the one that was missing and keep one in reserve.

b. Guardian Quote

Wes stated that he was waiting for a quote from Guardian Trees for spraying and trimming the crabapple trees at both entrances on an as-needed basis.

c. Discussion with Lee's Outdoor Services

Wes said he had a conversation with Lee about the 2024 lawn service, which resulted in increased mowing because of the excessive amount of rain. He said Lee intended to stay within the budget for 2025.

d. Jake's Quote

Wes reported that Jake's provided a quote of \$319 for dandelion spraying.

e. Mailboxes

Wes said a few issues had arisen about who was responsible for homeowners' mailbox keys and repairing locks on parcel boxes. He would follow up with Brian Corcoran, as he was on the Board/involved with installation of the new boxes. Laurie said she look to see if she had any files on the new mailboxes.

8. Future Business

Wes noted that the adjacent property owner to the east along Textile Road appeared to have placed about six large piles of leaves on TPS property. He suggested perhaps a 'no dumping' sign might be appropriate in that location for next year.

9. Open Floor – None

10. Schedule January 2025 Annual Meeting

Thursday, January 23, 2025 at 7:00 pm via Zoom.

1. Adjournment

The meeting was adjourned at 7:05 pm.