

**Milford Highlands Property Owners Association**  
Milford Highlands POA, PO Box 1038, Milford, PA 18337

**Minutes for Milford Highlands Property Owners Association**

January 09, 2020

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**Attendees: Mark, Paige, Sanjiv, Nicole**

Review Annual Meeting - Annual meeting notice needs to go out no later than 10 days before the actual meeting and not more than 60 days in advance. According to the Bi-Laws section 4.03 the annual meeting needs to happen in either February or March. The new billing year starts on April 1, 2020. Need to plan for 150 property owners to attend. Nicole to look into possible venue locations.

Review of new attorney - Need Chris Kimmler must attend the annual meeting in March/April. Need to get potential dates to him and review. Board needs meet with Chris and review the issues on the hill - file lien notices, send letter to cell tower, and we need to hire an accountant. Nicole will reach out to Chris to set a Board members meeting date preferably this month. The annual meeting date needs to be planned around Chris' availability in March/April.

Review of POA insurance price quote - \$1065 a year but will go up slightly to include lots not originally counted. After POA insurance is obtained we need to follow up and then get Board Member insurance. Do not have a quote for this at this time. Tonight the Board voted unanimously in favor of purchasing the POA insurance this month. Need Sarah to send a check.

Review of delinquent POA dues - last month the Board received full dues from five more lots and some late due payments as well.

Received full payment from lots 32, 49, 73, 54 and 55. Received partial payment from lot 60 - one of Walters sold lots, and a late payment fee from another. \$7,516.86 in total. Need Sarah to count up how many owners have refused to pay who will receive a lien notice to be filed in Pike County court by attorney Chris Kimmler. All lien notices will include attorney fees and court filing fees as allowed by Milford Highlands Restrictive Covenant, Bi-laws and PA Planned Communities Act.

Review of SBA Cell Tower - got a certified letter from SBA Cell Tower attorney who apparently was responding to the lien notice sent by Sarah in December. Basically they are refusing to pay any fees or assessments. Currently the cell tower owes a \$1,200 (yearly) access fee, plus late fees. If they are not going to pay AND they are not going to use their own access road (Sunset Trail), maybe the next step is to have the cell tower service technicians arrested for trespassing. The cell tower was serviced this summer by a 5 axle crane weighing 117,600

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pounds. Mark has pictures and spoke to the crane operator. The crane operator said he could not and would not use the private dirt road owned by SBA. We need Chris Kimmler to advise us on next steps - perhaps send a notice to SBA that they are trespassing if they continue to use Skyline Drive to access the cell tower. Mark has a security camera pointed at the road so he knows when their trucks go up the hill. Also - a copy of the letter from SBA was sent to Eric Hammill. Do we need to inform him to stop functioning as the POA attorney? Not sure how we left it with him.

Review of Martin Evers 2019 landscaping reimbursement request letter he sent in December. Says he sent a copy of the checks to Sarah as proof of payment. Sarah has not received a copy of these checks. Not sure if Sarah responded to Marty asking him to resend a copy of the checks.

Review of road repairs and snow plowing - Mike Smith Property Care completed filling in large ruts along Skyline Drive road edge with 2 inch stone. The ruts prevented Mike from plowing the full width of the road in some locations. The 2 inch stone can likely be reused by the paving contractor in the spring when permanent repairs will be made. Waiting for Mike to send us a bill.