

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

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**Minutes for Milford Highlands Property Owners Association**

March 04, 2020

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**Attendees: Paige, Nicole, Sarah, Sanjiv, Mark (7pm - 8:45pm)**

Sanjiv sent via USPS the 2020 annual Board meeting notice to all property owners yesterday 3/3/2020.

How much money is in the common expense account today?

\$41,732.37 - will have about \$24,000 left over after paying for road repairs in April. Still waiting for payment from 12 lots. 3 lots belong to Walter Behrmann which we have been told have been sold - we have no new information about the new owners. In total \$15,000 in unpaid 2019 dues on 12 lots.

2019 annual financial statement - certified by an accountant.

Yes - Sarah is working with someone now to get it done - should be ready for the annual meeting to hand out.

New 2020 Budget –

Revise estimates based on 2019 expenses and account surplus. 70 lots in total - cannot count cell tower. We still need to build up the surplus each year to pay for future road repairs. Too many owners still have not paid which forces the Board to compensate and maintain higher annual due payment. If all owners paid up we could lower the annual dues. Need to maintain a lawyer budget to go after delinquent owners who have not paid in 2019 and pursue access fee payment from SBA Cell Tower company. 2020 Budget was adjusted for actual 2019 snow plowing expense of \$23,000. 2019 common expense surplus can be used in the event of a higher than normal snow fall event and should not be factored in going forward. Road repairs in 2020 will be less than \$24,000 spent in April to address road erosion and drainage issues. The Board will propose to lower the annual dues from \$1,200 to \$1000 a year at the annual meeting. The dues change must be voted on by all owners who must be notified by USPS. Sarah will create new 2020 budget expense sheet to be included in document packet to hand out at annual meeting. Any owners who do not attend will be mailed the document packet after the annual meeting.

2020 Common Area Landscaping –

Need contractor bids for twice a month for mail box/gazebo area and once a month culvert maintenance up to lot 9. Get more bids from other contractors. Maintenance to begin May 1 and end September 30.

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Property owner's responsibility –

Cutting the grass along road edge and culverts that are NOT common area - there is 6+ miles of road edging to cut and a mile of culverts to maintain. Do we pay from Common Expense fund or tell owners to pay as required in Restrictive Covenant pages 12 and 19. 2019 estimate from Mike Smith was over \$10,000 for 5 months of maintenance. The Board feels this is too costly to pay out of common expense budget. Property owners are still responsible for this expense during May, June, July, August, September. Give Mike Smith estimate to hand out to owners at meeting with property map.

Landscaping Spring clean up –

Use common area expense fund to pay for first cut along all road edge/culvert along ALL properties. Give the owners a head start on maintaining their property as they are required to do so. The owners are then responsible for maintaining their road edge/culvert property for the rest of the season. May - September.

Lien Notices –

Send list of delinquent owners (owning 12 lots) to attorney Chris Kimler for assignment to another attorney he recommended - Sarah will send names to Chris. Delinquent owners will have to pay for attorney fees, court filing costs and past due fees. Delinquent owners cannot vote as per bi-laws section 3.06.

Do we have a commitment from an attorney to join us at the 3/21 annual meeting?

No - not yet - waiting for the attorney to return from vacation and get confirmation.

Day of annual meeting - can we get in early and set up?

Need attendance sheet, documents to be handed out, light refreshments, etc...We can get in a few minutes early. We will pick up Coffee, snacks, water.

Request from Mickey Hunt to talk to the Board –

Mark left a message with Mickey's attorney John Stieh on 3/3 - John is on vacation this week. Waiting for a reply from John to set up the meeting.