

Hidden Valley Foundation, Inc.



Board of Directors Monthly Board Meeting Friday, December 15, 2023, 7:00 p.m.

Directors

Patricia McGrail, President
John Eddy, Vice President
Bob Kollar, Treasurer
Dan Martin, Secretary
Michelle Stepnick, Director
Chris Taylor, Director

Staff

Anna Holloway, Community Manager & Executive Director
Simon Payne, Manager of Accounting
Brian Hofer, Maintenance/Project Manager
Chris Nicholson, Accounting Assistant
Heidi Younkin, Administrative Assistant
Ken Pash, Property and Compliance Inspector



1. Members' time - 30 minutes maximum (limit of 3 minutes per speaker)

2. Call the meeting to order at _____

3. Board attendance roll call (recorded on separate sheet)

4. Establish board quorum _____

5. Announcements/Discussion Points

5.a Announcements

5.a.1 Committee Volunteer Applications

5.b Discussion items

5.b.1 Security RFP Update

6. Set the Agenda

Motion to set the agenda:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

7. Volunteer Recognition

7.a Volunteer Service Award – Janet Gallagher

7.b Volunteer Leader Award – Janet Dickinson

7.c Board Member Recognition – John Eddy

8. Approve the November 17, 2023 Board Meeting Minutes

Motion to Approve the minutes of the November 17, 2023 Board Meeting.

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

9. Treasurer's Report, Page

Motion to Accept Treasurer's Report.

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

10. Executive Director Report, Verbal

Anna Holloway, Community Manager & Executive Director

11. Project Manager/Supervisor Report, Verbal

Brian Hofer, Maintenance Manager/Supervisor



12. Committee Reports- Committee chairpersons attending virtually should use the raise hand function to be recognized.

12.1 Finance Committee, No Report

Bob Kollar, Chairperson

12.2 Audit Committee, No Report

Robert Armen, Chairperson

12.3 Maintenance Committee, No Report

Tom Sierzega, Chairperson

12.4 Strategic Long-Range Planning Committee, Page

Rick Etling, Chairperson

12.5 Social and Recreation Committee, No Report

Robin Henley & Erin Mikolich, Co-Chairpersons

12.6 Nominating & Leadership Development, No Report

Chris Umble, Chairperson

12.7 Architectural Control Committee, Page

Donna Courson & Rob Hanlon Co-Chairpersons

12.8 Rules & Regulations Committee, Page

Barbara Sloan, Chairperson

12.9 Marketing and Communications Committee, No Report

Debbie Watson, Chairperson

12.10 Hidden Valley Mountain Metric Committee, No Report

Janet Dickinson, Terry Eddy and John McGrail, Co-Chairpersons

12.11 Community Safety Committee, No Report

Chris Lindberg, Chairperson

12.12 Landscaping Committee, No Report

Dennis Carroll, Chairperson

12.13 Water and Wastewater Committee, No Report

George Harakal, Chairperson

12.14 Multi Use Paths Committee, Pages

Jay Smith, Chairperson



12.15 Clean Energy Committee, Page

Rick Etling, Chairperson

12.16 Resort Relationship Sub-Committee, No Report

Rick Etling, Chairperson

Motion to Accept Committee Reports:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

13. Other Reports

13.1 Security Incident Report Summary, Page

13.2 Jefferson Township Communications, Verbal

14. New Business

14.1 Approve the Road Sealing Engineering Contract with EADS

Motion to approve the Road Sealing Engineering Contract with EADS

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

14.2 Set a date for the annual meeting of Hidden Valley Foundation Inc. for board organization

Motion to set the date for the annual meeting of the Hidden Valley Foundation Inc., for the purpose of electing officers of the Board of Directors and other general corporate matters.

Meeting to be held on January _____, 2024:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

14.3 Approve Volunteer Application of Robert Early for membership to the Clean Energy Committee, Page

Motion to approve Robert Early as a member of the Clean Energy Committee

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

15. Set next meeting date

15.1 Friday, January 19, 2024* – Monthly Board Meeting

***Tentative - to be determined at Annual Corporate Meeting January 2024**



16. Adjournment

Motion to adjourn meeting:

(Motion by _____ Seconded by _____)

Approved _____ Not approved _____ Approved as Modified _____

Time of Adjournment _____



DISCLAIMER

These minutes are not official and may contain inadvertent and/or unintentional errors and/or omissions. The minutes will become official only after any corrections and/or upon approval by the Hidden Valley Foundation, Inc. Board of Directors at its next regularly scheduled Monthly Meeting.

MONTHLY BOARD OF DIRECTORS MEETING HIDDEN VALLEY FOUNDATION, INC. November 17, 2023

Meeting Minutes

President Pat McGrail indicated currently there was one Hidden Valley Foundation, Inc. (“HVF”) Member requesting to speak at the Board of Directors (“BOD”) Meeting during Members’ time.

1. Members’ time:

- Donna Courson - on behalf of the ACC.
 - Please note, that for work such as the following require an ACC Permit:
 - The installation of hot tub,
 - Requires Registered Electrician
 - Deck structural engineer
 - Registered Plumber
 - Replacement or installation of hot water tanks should include floor drain pans at a minimum, floor drains if possible.
 - Roof repairs should address the “gaps” between structures and the process for closing them.
 - The BOD requested the ACC develop language to address this matter.
 - Ken Pash, the Property and Compliance Officer will now be checking on this work.

2. Call the meeting to order:

- There being no additional HVF Members wishing to speak, the HVF BOD Meeting of November 17, 2023, was called to order at 7:14 PM by President Pat McGrail at South Ridge Center I (“SRC 1”).

3. Board attendance roll call:

- **Board Members in attendance in Person:** Pat McGrail, John Eddy, Bob Kollar, Chris Taylor.
- **Board Members attending via zoom (As planned):** Michelle Stepnick and Dan Martin.
- **Boad Members attending via phone:** None.
- **Board Members absent:** None.



Also, in attendance from the HVF was Anna Holloway, Community Manager & Executive Director, Simon Payne, Manager of Accounting and Brian Hofer, Maintenance/Project Manager.

4. Establish board quorum:

- Establishment of BOD Quorum Confirmed (Six BOD Members in attendance either in person or via Zoom Link).

5. Announcements/Discussion Points:

Announcements:

- **Annual Members Meeting – Saturday, November 18 at Hidden Valley Resort –** Vendor Expo will start at 9:00 AM please come and support local vendors, Vail to speak at 10:00 AM.
- **Forestry Management Plan Update** – Consultant was on site 10/27 & 11/15 for review of property. Toured with Anna and walked the property on his own. A draft is due in December, and a final report is to follow. A suggestion was made to meet with the landscaping committee to discuss.
- **Hightop/Greenfield Drainage Project Update** – Work is basically completed, one open item remaining is catch basin work, to be completed next week. Should not interfere with Green-Tee’s drainage problem. Reminder that this is Phase I, Phase II will be coming next year.

Discussion items:

- **Great Room Access and Usage Guidelines Discussion** – (See New Business Item 14.1) Revision to the policy on access and usage is pending. The revisions will require making prior arrangements for usage with security. Please note for any usage/event cleanup and returning the room to the previous arrangement is required, if not done so there may be a charge incurred.
- **Pet Control Policy** – (See New Business Item 14.2) Pets must always be leashed, no exceptions.
- **SCSI Security Assessment Report** – An RFP for security services is going out shortly, if anyone knows of a firm that would be appropriate to add to the proposers list, please forward it to Anna as soon as possible as the deadline is approaching.
- **Information on Green-Tee** – A contractor as well as a selling agent is on board and the process is starting for the 26 newly proposed homes. Details as to how amenities are added and the payment for such are still under review.
- **North Summit II** - There is a proposal for 7 more 4-unit condominiums. Details as to how amenities are added and the payment for such are still under review.

6. Set the Agenda:

President Pat McGrail asked for a Motion to Set the Agenda for the meeting as presented.

RESOLVED: Chris Taylor made a Motion to Set the Agenda for the meeting as presented. John Eddy seconded the Motion. Bob Kollar requested that an Item 14.3 be added to the Agenda as proposed for



Approval of the Constellation Energy Corporation Contract as the Energy Supplier, Chris Taylor and John Eddy agreed to the addition to the Agenda. There being no further discussion(s), all Directors present and via Zoom voted in favor of the Motion and the Motion carried.

7. Volunteer Recognition:

Volunteer of the Month - Reserved for Annual Members Meeting tomorrow

8. Approve the October 21, 2023, Board Meeting Minutes:

RESOLVED: Bob Kollar made a Motion to Approve the October 21, 2023, Board Meeting Minutes. Chris Tylor seconded the Motion. There being no further discussion(s), all Directors present and via Zoom voted in favor of the Motion and the Motion carried.

9. Treasurer's Report, Page:

Treasurer Bob Kollar, along with Anna Holloway, Executive Director, and Manager of Accounting, gave the Treasurer's Report as well as the applicable reports related to Finance and Audit Committees. For more details related to the Treasurer's Report please see the information in the TREASURER'S PERFORMANCE DASHBOARD, HIDDEN VALLEY FOUNDATION, FOR THE FISCAL JULY 1, 2023, TO October 31, 2023.

RESOLVED: John Eddy made a Motion to Accept Treasurer's and Applicable Reports. Michelle Stepnick seconded the Motion. There being no further discussion(s), all Directors present and via Zoom voted in favor of the Motion and the Motion carried.

10. Executive Director Report, Verbal:

Anna Holloway, Community Manager & Executive Director

- Annual Meeting preparations – thanking the staff, Nomination & Leadership Dev (Chris Umble) and Mar/Com (Deb Watson and Marie Pfab) for all their help with meeting preparations
- Completion of two capital projects:
 - Imperial Road paving project with change order increasing the center height of the speed tables from 3.5" to 5"
 - Hightop/Greenfield drainage project Phase 1 with paving and grading/seeding being completed this week
- JML – brought extra crew members on site to meet the November 30 deadline (Brian later reported later in the meeting that JML had completed all the leaf pickup)
- Zambos – since the board approved the extra \$10,000 for tree trimming and removal, Zambos has been on site addressing trees on the tree removal list
- Security RFP will be sent to the Security Committee, Finance Committee, and the Board of Directors before being sent out to vendors.

11. Project Manager/Supervisor Report, Verbal:

Brian Hofer, Maintenance Manager/Supervisor



- Received delivery of Steiner tractor and attachments
- Completed work on Highland Dr. Drainage
- Removed pond aerators
- Completed various sidewalk step and handrail replacements
- Increased condominium work
 - Pressure washing
 - Trim, siding, and deck board replacement
- Installed holiday trees and lights
- One day of snow removal
- Imperial Rd. paving completed by United Paving
- JML Landscape work completed for the season
- Zambo's Tree Service worked multiple days

12. Committee Reports:

12.1 Finance Committee - Bob Kollar, Chairperson - Finance Committee verbal report by was combined with the Treasurer's verbal report.

12.2 Audit Committee, Page - Robert Armen, Chairperson

12.3 Maintenance Committee, No Report - Tom Sierzega, Chairperson

12.4 Strategic Long-Range Planning Committee, No Report - Rick Etling, Chairperson

12.5 Social and Recreation Committee, No Report - Robin Henley & Erin Mikolich, Co-Chairpersons

12.6 Nominating & Leadership Development, Page - Chris Umble, Chairperson

12.7 Architectural Control Committee, Page - Donna Courson & Rob Hanlon Co-Chairpersons

12.8 Rules & Regulations Committee, No Report - Barbara Sloan, Chairperson

12.9 Marketing and Communications Committee, No Report - Debbie Watson, Chairperson

12.10 Hidden Valley Mountain Metric Committee, No Report - Janet Dickinson, Terry Eddy and John McGrail, Co-Chairpersons

12.11 Community Safety Committee, No Report - Chris Lindberg, Chairperson

12.12 Landscaping Committee, No Report - Dennis Carroll, Chairperson

12.13 Water and Wastewater Committee, No Report - George Harakal, Chairperson

12.14 Multi Use Paths Committee, No Report - Jay Smith, Chairperson

12.15 Clean Energy Committee, No Report - Rick Etling, Chairperson

12.16 Resort Relationship Sub-Committee, No Report - Rick Etling, Chairperson

President Pat McGrail asked for a Motion to Accept Committee Reports as submitted.

RESOLVED: John Eddy made a Motion to Accept Committee Reports as submitted. Bob Kollar seconded the Motion. There being no further discussion(s), all Directors present and via Zoom voted in favor of the Motion and the Motion carried.

13. Other Reports:

13.1 Security Incident Report Summary, Page – Chris Lindberg



13.2 Jefferson Township Communications, verbal – Chris Lindberg – 1) no tax increase, 2) salt brine tank purchased and 3) importantly, Chris was appointed to the Board of Directors of the Somerset County Ambulance Association.

14. New Business:

14.1 Approve the Great Room Access and Usage Guidelines

RESOLVED: Chris Taylor made a Motion to Approve the Great Room Access and Usage Guidelines. John Eddy seconded the Motion. There being no further discussion(s), all Directors present and via Zoom voted in favor of the Motion and the Motion carried.

14.2 Approve the Revised Pet Control Policy as Recommended by the Rules & Regulations Committee

RESOLVED: Chris Taylor made a Motion to Approve the Revised Pet Control Policy as Recommended by the Rules & Regulations Committee. John Eddy seconded the Motion. There being no further discussion(s), all Directors present and via Zoom voted in favor of the Motion and the Motion.

14.3 Approve the Contract for Constellation Energy Corporation as the Energy Supplier for a three period

RESOLVED: John Eddy made a Motion to Approve the Contract for Constellation Energy Corporation as the Energy Supplier for a three period (As a side note Constellation was the low bidder, numbers were discussed by Bob Kollar). Chris Taylor seconded the Motion. There being no further discussion(s), all Directors present and via Zoom voted in favor of the Motion and the Motion.

15. Set next meeting date:

President, Pat McGrail stated, the next Monthly BOD Meeting of the HVF will be held on Friday, December 15th, in person at the SRC Great Room and via Zoom at 7:00 PM.

16. Adjournment:

President, Pat McGrail asked if there was anything for the Good of the Order, none being presented, there was a request for a Motion to Adjourn.

RESOLVED: Dan Martin made a Motion to Adjourn the meeting. Michelle Stepnick seconded the Motion. There being no further discussion(s), all Directors present and via Zoom voted in favor of the Motion and the Motion carried.

The meeting adjourned at 8:17 PM.



Respectfully submitted for consideration,
Dan Martin, HVF, BOD Secretary

HIDDEN VALLEY



FOUNDATION, INC.

Recommendations and Actions from Committees in this report are preliminary and subject to discussion and approval by the Board of Directors before their implementation.

DECEMBER 2023 COMMITTEE MEETING REPORT

Committee Name: Strategic Long Range Plan

Committee Mission/Range of Responsibility: Establish and implement a 5 year strategic plan for the HV Community

Strategic Objectives: Complete strategic actions that will enhance the HV Community for all homeowners under the strategic pillars of Quality of Life, Homeowner Value, Safety, Volunteerism/Leadership, and Communications & Marketing

Meeting Date/Time: N/A – multiple individual working committee meetings

Committee members, Board liaisons and HVF staff in attendance: Reference the HV Foundation Committee list for all committee members

Meeting Agenda topics – reference specific working committee meeting minutes

Key discussions and actions: The SLRP committee has begun preparation for the next 5-year SLRP beginning in 2025. Solicitation for planning committee members will run in the weekly newsletter through the end of December. Existing committee members will be contacted to determine if participation will continue for development of the next plan.

Key remaining strategic objectives include:

Quality of Life

1. Implement additional hiking/walking paths plan – Jay Smith (initial estimates for placement and costs completed)
2. HVUS maintains water supply and waste management systems per regulations. Focus now will shift of oversight of settlement requirements and the long-term maintenance of the waste water facilities – George Harakal.

Increase Homeowner Value

1. Review all HVF related policies (CC&R, R&R, ACC, etc) to establish a long-term upgrade and replacement approach - address new building materials, construction techniques, and energy efficiency – ACC (long term effort adopted by ACC)

2. Establish a coordinated Landscaping approach, including the HVF Tree Policy, recommendations from PA Forestry and local Arborists, and the Landscaping Committee's recommendations for best practice roles and responsibilities – John Cupps/John Eddy/Dennis Carroll (awaiting independent forester survey report)
3. Maintain communications with local resorts to improve long term amenities for homeowners – BOD/Resort Relations Committee (ongoing)

Improve Community Safety

1. Enforce HVF security compliance policy, including plan for non-compliance incidents – BOD (ongoing)
2. Improved 911 emergency response times at HV – Chris Lindberg (discussions continue with local authorities)

Enhance Community Communications and Branding

1. Increased Homeowner Communications satisfaction – Deb Watson (efforts ongoing)
2. Complete Website upgrade – Anna Holloway (efforts ongoing)

Action/decisions to be presented to the Board: None at this time

Next Meeting: Date, Time, and Location: As determined by the individual working committee

HIDDEN VALLEY



FOUNDATION, INC.

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COMMITTEE MEETING REPORT

Committee Name: Architectural Control Committee

Committee Mission/Range of Responsibility: Approval of permits for individual homeowners concerning the exterior home property repairs and improvements.

Strategic Objectives: To maintain the quality and consistency of resident's property in Hidden Valley.

Meeting Date/Time: November 3rd 2023 at 9:00 a.m. at SRC 1

Committee members, Board liaisons and HVF staff in attendance or on zoom:

Donna Courson – Co-Chair
Rob Hanlon Co-Chair
Dennis Carroll
John Dickinson
John McGrail
Mike Mikolich
Richard Miller
Sean Walsh
John Eddy - Board Liaison
Heidi Younkin - HVF Staff Member
Ken Pash – HVF Property and Compliance Inspector

Meeting Agenda topics:

1. Permit requests – please see the following pages

Key discussions summary/recommendations:

1. Permit requests – please see the following pages

Action/decisions to be presented to the Board:

1. Permit requests – please see the following pages

Next Month's Meetings: Date, Time, and Location:

December 1st 2023 at 9:00 a.m. at SRC 1

**HIDDEN VALLEY FOUNDATION, INC.
ARCHITECTURAL CONTROL COMMITTEE MEETING**

AGENDA

Friday, November 3, 2023, 9:00 AM

Committee members are: Donna Courson - Co-Chairperson, Rob Hanlon - Co-Chairperson, Dennis Carroll, John McGrail, Mike Mikolich, Richard Miller, Sean Walsh, John Dickinson and Board Liaison John Eddy.

Review:

1. McGrail- SW2314- SFH- 2314 South Ridge Drive- Repair existing three rail split fence on the property. Attach brown cyclone on the inside of existing fence to contain dogs. Install gutter and heating cable across the front of the house along the front porch. Move large rocks/boulders about 3 feet closer to the private road and re-grade the side yard to improve drainage along the side of the house. This would keep the rocks 3 to 4 feet off the road permitting plows to service the road. The overall goal is to improve drainage along the side of the house. **APPROVED**
2. Rieck- HTS587- TH- 587 Maple Court- Install a 220 electrical line and hot tub on the rear deck. The deck is ground level. No changes will be made to the deck structure. **APPROVED**
3. Kollar- FW1755- ZL- 1755 Greenfield Drive- Install gutter and downspout above sliding door on the back deck. Gutter and downspout to be painted to match the trim. **APPROVED with note that downspout is draining out and away from building and away from neighbors.**
4. Laura Land Co.- OHV327- SFH- 327 Lake Road- Apply Trex decking in the color of Clam Shell, according to the diagram. Clam Shell is gray in color to match the existing slate. **APPROVED with note to install Trex per manufacturers specifications.**
5. Ziminski- OHV528- SFH- 528 Imperial Drive- Remove and replace the back deck of the home with the exact same size (32' x 12'). Treated lumber will be used for the floor of the deck and composite decking for the railing. In the color of cocoa brown. The floor of the deck will be stained after it has been cured an appropriate time. **APPROVED**

Previously Approved

6. Ricciardi- SF1551- TH- 1551 Snowfield Drive- This was approved on 10/26/2023 by Donna since the contractor already had the entire exterior wall tore off. The owner stated she did not realize that they needed a permit because it was water infiltration and an emergency. The owner was fined \$100. **APPROVED**

Previously Deferred

7. Giraldi- HTS513- TH- 513 Kooser Circle- This was deferred from the meeting on October 20, 2023, because the committee said concrete footers need to be poured for the posts to sit on and must have a boot, pictures of the bump out and the contractor doing the work. He has submitted all the above information, and it is included. The original application stated that he wants to pain the rear deck railing with Sherwin Williams Spicewood SW3021 and screw in the composite covering on the deck where it is detached. Then replace support posts on the side bump-out with 8 x 8 posts fully embedded in concrete blocks in the ground, new support posts will be directly sitting on top of the concrete blocks offering full support. **DEFERRED**

Completed Permits

- Breneman-SF1702- SFH- 1702 Snowfield Run- Permit was issued to install a heat pump and it has been completed. Picture included.
- Redman- FW1711- TH- 1711 Snowfield Run- Permit was to repair foundation and this has been completed. The owner said he will paint himself.
- Casciola- SF1630- TH- 1630 Snowfield Way- The permit was to repair cement block on the foundation, and this has been completed.
- Bashaw-SW2340- SFH- 2340 South Ridge Drive- Permit was for driveway work and it has been completed.
- Berardino- HL1469- TH- 1469 Gebhart Way- permit was for door work and this is complete.

Points of Discussion

- Siding at Lakeview and Valleyview- Chris Palanes contacted Anna and me about siding in these areas. He said he has clients in both areas and the 3/8 cedar siding (known as Brackenridge in Valleyview) is no longer available. He

said there is a 3/8 Pine Panel Siding that is available, but it does have a different appearance. He needs to know what an acceptable replacement for the siding is going to be. We discussed this and are going to have Inspector Ken go out and look and see what he recommends. John Dickinson suggested Hardy Board. Did Ken look at this? If he did, he didn't indicate to me. **Ask Chris Palanes to provide us with some samples of other options. I asked Chris Palanes to provide samples, but he has yet to do this, but he did say he would try to before our next meeting in December.**

- **Also discussed 2303 South Ridge Drive - They put in a hot tub without a permit. Going to ask Inspector Ken to check it out. I did not hear from Ken to see if he had investigated this yet. I talked to Ken and pictures are attached. They do have a hot tub. How do we proceed? It was determined we need to contact the homeowners and indicate that a permit was required and they will be fined \$100.**

Next ACC meeting is scheduled for Friday, December 1, 2023, at 9 AM

THESE APPLICATIONS WERE ADDED VERBALLY FRIDAY MORNING TO THR AGENDA (they came into Heidi's email overnight)

8. **Sykes- FW1752- ZL- 1752 Greenfield-** Installation of a new garage door. Flush panel, no windows, sandstone color. Basically, the same as existing door in style and color. **APPROVED with note to replace with same style and color door.**
9. **Sykes-FW1752- ZL-1752 Greendfield-** Replace living room lower window, patio door in master bedroom and the front double doors (no storm door and no blinds). Bronze exterior. **APPROVED with the note that windows must be same style and color.**
10. **Ranallo- HCA1266- Condo- 1266 Gristmill Court-** Replace existing front door with the new approved front exterior door. The door shall be same color of brown. Since this is an approved door by the Condominium Association Joe Sarra (board president) said condo board approval is not required. **APPROVED**

HIDDEN VALLEY



FOUNDATION, INC.

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COMMITTEE MEETING REPORT

Committee Name: Rules & Regulations Committee

Committee Mission/Range of Responsibility: The Rules and Regulations Committee shall (a) advise the Board of Directors on matters requiring the adoption for rules or regulations for the use and enjoyment of all Community Properties and facilities of the Foundation; and (b) as requested by the Board, develop and draft rules and regulations for the use and enjoyment of all Community Properties of the Foundation.

Meeting Date/Time: December 8, 2023, 4:00 p.m.

Committee members in attendance:

Barbara Sloan, Toni Oster
Anna Holloway, Executive Director
Robert Kollar, Board Member Liaison for the Committee

Meeting Agenda Topic: Pool policy

Key discussions summary/recommendations:

Discussions identified various problems with the current policy, and particularly the enforcement procedures. Potential changes were explored. The Committee will prepare a draft for consideration in January. Anna Holloway was asked to forward that draft to the Pool Manager and Assistant Pool Manager for their input prior to the next meeting.

Action/decisions to be presented to the Board:

No action by the Board is necessary currently.

Next Meeting: Date, Time, and Location: January, date, and time to be decided.

Submitted by Barbara Sloan

HIDDEN VALLEY



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COMMITTEE MEETING REPORT

December 5, 2023

Committee Name: Multi-use Pathways Implementation Committee

Committee Mission/Range of Responsibility: Implement Master Planned trails and pathways including design and construction

Meeting Date/Time: December 5, 2023 @ 10:00 am.

Committee members, Board liaisons and HVF staff in attendance:

Meeting Attendee	HV Multi-use Pathway Group Meeting Attendees		
	Name	Phone	Email
Y	Jay Smith (Committee Chair)	410-409-4495	jsmith@jmt.com
y	Ron Aldom		Committee member
y	Pat McGrail		HV Foundation

Meeting Agenda topics:

Discussion of grant options:

- Lindsay Baer indicated that some grants will require that HVF owns the property where the trails are to be constructed.
 - HVF design efforts to include property research and surveying as part of the scope of the design related work. It is anticipated that property research efforts and perhaps metes and bounds surveys may be included in this effort to identify HVF property boundaries.
- County uses a 66 ft Right-of-way for a 10 foot trail. Jay Smith notes that this seems kind of wide.
- It was noted that HVF is a 501.c.4 entity and it needs to be verified with the granting agency that this type of entity can obtain a grant.
- Grants typically require the trail facilities to be open to the public. It was noted that HV does not currently restrict or check who is using the trails.
- Many granting agencies may require prevailing wage for construction contract. This is typical.
- Some granting agencies may require trails to be designed to meet ADA requires although DCNR may not require 'trails' to meet ADA requirements. A sidewalk that meets ADA would have a maximum longitudinal slope of 5%.

- Department of Community and Economic Development (DECD) grants are typically very political and competitive. It was mentioned that Seven Springs obtained grants from DECD.
- Lindsay Baer suggested that Department of Conservation and Natural Resources (DCNR) grants may be the best option for what Hidden Valley is proposing.
- For PennDOT grants, contact Southern Alleghenies Planning and Development Commission (SAP&DC) Lee Slusser: lslusser@sapdc.org
- For DCNR Grants, contact Lori Yeich: lyeich@pa.gov

Action/decisions to be presented to the Board::

- Pat will discuss grant options with the HVF Board at 12/15/23 meeting.

Report/Minutes by Jay Smith – Committee Chair

Next Meeting: TBD

HIDDEN VALLEY



FOUNDATION, INC.

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COMMITTEE MEETING REPORT

November 20, 2023

Committee Name: Multi-use Pathways Implementation Committee

Committee Mission/Range of Responsibility: Implement Master Planned trails and pathways including design and construction

Meeting Date/Time: November 20, 2023 @ 10:00 am.

Committee members, Board liaisons and HVF staff in attendance:

Meeting Attendee	HV Multi-use Pathway Group Meeting Attendees		
	Name	Phone	Email
Y	Jay Smith (Committee Chair)	410-409-4495	jsmith@jmt.com
y	Rebecca Wanovich		
y	John Cravotta		
Y	Rob Hanlon		
y	George Harakal		
y	Ron Aldom		
y	Pat McGrail		HV Foundation
y	Bob Kollar		HV Foundation
y	Michelle Stepnick		HV Foundation
y	John Eddy		HV Foundation
y	Brian Hoffer		HV Foundation
y	Anna Hollowat		HV Foundation

Meeting Agenda topics:

Implementation Committee progress and discussion of grant options; construction of trail segments by HVF Maintenance forces:

- Jay Smith contacted PA Senator Pat Stefano's office.
- Senator Stefano's office provided a copy of the "Pennsylvania Municipal Leaders – Funding and Resource Guide"
 - o It was noted that the Senator's office indicated that HVF should contact the

Senator's office if any grants are to be pursued so they can provide a letter of support.

- Based on a reviews of the 'Funding and Resource Guide', Jay Smith presented what appeared to be feasible options for potential grants:
 - Dept. of Community and Economic Development
 - Greenways, Trails and Recreation Program grants.
 - Multi-modal Transportation Fund (pedestrian safety)
 - Dept. of Conservation and Natural Resources
 - Recreational Trails Program (requires a 20% match)
 - Trails Program (50% match)
 - Dept of Transportation
 - Multi-modal Transportation Fund (funds up to 70%)
 - PA Transportation Alternatives Program (80/20 cost share for shovel ready projects)
 - USDOT Transportation Alternatives (FAST Act) – small scale transportation projects such as pedestrian and bike facilities, recreational trails.
 - Dept. of Health – Walkworks
 - Support for plans and communities who encourage walking
 - Ron Aldom indicated that he could contact Lindsay Baer at Somerset County who was involved in trail grants.
 - George Harakal provided the name of a contractor that could handle design and construction of the trails – Rockwater Trails. This contractor should be contacted when the project is bid.
- Discussed with Brian Hofer – options for HVF maintenance forces constructing segments of the proposed trail network. Segments discussed included:
 - Gardner Road Path – small parking area for access to DCNR Lookout Trail. Gravel surface, perhaps 3 parking spaces.
 - A short section of the Eagles Ridge Look trail that would connect the Hightop Drive trail to Eagles Ridge Way, thus avoiding the need to walk in Southridge Dr when the Hightop Drive Trail ends at Southridge Way.
 - Rebecca Wanovich suggested that the Hightop Drive trail could be extended further east along the Southridge Center frontage to provide better and safer access to the Southridge Center.
 - Jay Smith provided a Trail Typical Section showing a 5-6 foot wide trail with 4" of aggregate base and 2" min asphalt surface.
 - Brian Hoffer noted that his forces cannot construct asphalt paving. However, they have the construction equipment to construct short segments of trails with the aggregate base.
 - Mr. Hoffer forces are busy doing other HVF maintenance activities, thus the construction could only happen when they have the time and staff available. No construction would be possible this year with the approach of winter.
 - We discussed the anticipated construction activities required to construct

trail segments – clearing of vegetation and small trees, grading/excavating, placing aggregate base, grading to promote drainage, placement of small drainage culverts and stabilizing disturbed soil with seed and mulch.

- Mr. Hoffer indicated that HVF forces are capable of doing all of these construction activities.
 - It was discussed that if HVF forces are to construct a trail segment, the alignment could be set in the field with Mr. Hoffer to minimize tree clearing and grading.
 - Asphalt paving could be placed at a later time by one of HVF’s contracted paving contractors
- Discussed options for improving Hightop Drive and Gardener Road intersection.
 - Mr. Smith present a conceptual sketch to show how the intersection could be improved for both vehicular and pedestrian safety.
 - John Eddy had previously contacted Town of Bakersville who agreed with the proposed improvements but would not participate in the project.
 - No recent meetings to record.

Action/decisions to be presented to the Board::

- Ron Aldom to contact Lindsay Baer (Somerset County) to obtain her assistance in obtaining grants. We’ll then get a meeting set up with Ms. Baer.
- AWAIT HVF BOARD PREFERENCES FOR TRAIL PRIORITIES
 - Provided Trail Priority Ranking to Board Members on Per Jay Smith 06/05/23 email, it was recommended to the Board that the next step be the development of an RFP to get a designer on board to begin trail engineering.
 - Committee Trail Priority Ranking was provided to Board members for sharing with the full board to get their input on trail priorities. Trail priority ranking by the Committee is copied below:

HIDDEN VALLEY FOUNDATION
MULTI-USE TRAIL IMPLEMENTATION COMMITTEE
TRAIL PRIORITY RANKING

5/25/2023

#	Path Name	*HV Multi-Use Path - Estimated Costs			Committee Ranking						Overall Priority Ranking	
		Constr. Cost incl. Contingency	Design Services	Total Cost	J. Smith	R. Hanlon	Rebecca	George	Ron Aldom	J. Cravotta		Total Score
A	Eagles Ridge Connector	\$ 153,693.00	\$ 24,591.00	\$ 178,284.00	4	7	7	7	7	4	36	7
B	Snowfield Drive Path	\$ 131,106.00	\$ 20,977.00	\$ 152,083.00	1	4	2	4	3	3	17	2
C	Southridge Path	\$ 99,979.00	\$ 15,977.00	\$ 115,956.00	3	5	6	2	4	7	27	5
D	Westridge Connector Trail	\$ 74,736.00	\$ 11,958.00	\$ 86,694.00	6	6	1	3	6	6	28	6
E	Highlands Connector Path	\$ 74,610.00	\$ 11,938.00	\$ 86,548.00	2	3	3	1	2	2	13	1
F	**Gardner Path Extension	\$ 33,826.00	\$ 5,412.00	\$ 39,238.00	5	1	4	5	1	5	21	3
G	Snowfield/ Powderidge Connector Trail	\$ 29,446.00	\$ 4,711.00	\$ 34,157.00	5	2	5	6	5	1	24	4
Totals		\$ 597,396.00	\$ 95,564.00	\$ 692,960.00								

*per Penn Trails LLC Master Plan report - 08-27-22

** includes small parking area for access to the Forbes SF Lookout Trail
Estimate for Preliminary Design Phase \$ 34,403.04

- Gardener Road/Hightop Dr Intersection – presented options to the HVF Board and it needs to be determined if this project is worth of funding.

Report/Minutes by Jay Smith – Committee Chair

Next Meeting: TBD

HIDDEN VALLEY



FOUNDATION, INC.

Recommendations and Actions from Committees in this report are preliminary and subject to discussion and approval by the Board of Directors before their implementation.

DECEMBER 2023 COMMITTEE MEETING REPORT

Committee Name: Clean Energy Committee

Committee Mission/Range of Responsibility: Identify, evaluate, and make recommendations for the introduction of Clean Energy generation for Individual homes and HVF properties.

Strategic Objectives: Sustain Hidden Valley as a clean, green, and sustainable community by introducing clean energy generation options

Meeting Date/Time: Ongoing meetings and discussions

Committee members, Board liaisons and HVF staff in attendance: Reference meeting minutes

Key recent actions

1. Solid Oxide Fuel Cells - the local supplier has not been responsive to inquiries regarding the use of their fuel cells as a cost reduction to our current use of natural gas for heating the swimming pools. We will no longer pursue this supplier.
2. An alternative construction material, Boral Siding, may be an alternative to the cedar planking prevalent on the mountain. The info was forwarded to the ACC for consideration in a future application.
3. For 2024, the Committee will periodically review the current list of energy cost savings for update with emerging technologies.
4. Micro wind turbines will continue to be another focus area.
5. The Committee will continue to follow potential solar applications at the HVF Highlands pool and maintenance building, if or when, the roofs need to be replaced in the future. We will need to make sure we provide input to the HVF long term capital budget, as information becomes available.

Key discussions summary/recommendations: Continue to explore options to introduce and support clean energy generation options at HVF

Action/decisions to be presented to the Board: Review and improve the EV charger installation plan

Next Meeting: January 2024



Memo

To: Anna Holloway – Hidden Valley Foundation
From: Michael Meyers, Site Supervisor – Allied Universal Security Services
Date: December 1, 2023
RE: Security Summary Report – November 2023

Phone / In-person assist breakdown in November 2023:

Client Assist – 42	Guest Assists – 9
Homeowner Assists – 30	Motorist Assists – 1
Animal Complaints / Concerns – 2	Miscellaneous Calls – 2
Parking Related Concerns / Complaints – 0	Noise Complaints –
Money Escorts – 0	Salt Deliveries – 10

There were a total of **9** Incident Reports for November 2023:

Ambulance Assist – 1	Residential Alarm – 1
Damage to Foundation Property – 1	Suspicious Activity/Person – 1
Fire Alarm – 1	Vehicle Fire – 2
Open Garage Door – 1	Water Hazard – 1

Pennsylvania State Police were on property a total of **1 times in November 2023.
Pennsylvania State were on property in reference to I.R. 112923112 – Vehicle Fire

Pennsylvania State Police called for Security Assistance **0 Times in November 2023.

Allied Universal Security patrolled a total of **2,939** miles in November 2023.

Thank you,

Michael P. Meyers

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COMMITTEE MEETING REPORT

Committee Name: Jefferson Township Supervisors Meeting

Committee Mission/Range of Responsibility: Liaison

Strategic Objectives: Open communication with the Township

Meeting Date/Time: 11/10/2023

Board liaison: Chris Lindberg

Meeting Agenda topics of interest to HV

No Tax increase for another year. Last increase was 2015.

Action/decisions to be presented to the Board:

Info only.

Next Meeting: Date, Time, and Location:

Dec 14th, 2PM, Township Building

FYI Only: Somerset Ambulance Board.

I was recommend by Ron Aldom to replace him on the Somerset Ambulance Board. I will include items of interest for HV with the Township report.

2 new ambulances just arrived and are being made ready for our area. It took 2 1/2 years for them to show up because of "the pandemic". There is another one due into town sometime in 2024. The new ones are bolted to a modified truck frame and are able to be transferred to a new truck frame when it wears out. There are 3 ambulance stations in the county that The Board is responsible for. They survive by memberships and charitable donations. Membership gets your ambulance fee reduced .