

Hidden Valley Foundation, Inc.



Board of Directors Monthly Board Meeting Thursday, December 19, 2024, 7:00 p.m.

Directors

Patricia McGrail, President
Dan Martin, Vice President
Bob Kollar, Treasurer
Chris Taylor, Secretary
Rick Etling, Director
Dan Friday, Director
Michelle Stepnick, Director

Staff

Anna Holloway, Executive Director & Community Manager
Brian Hofer, Maintenance & Facilities Manager
Sandra Sekerka, Manager of Accounting
Chris Nicholson, Accounting Assistant
Heidi Younkin, Administrative Assistant
Ken Pash, Property & 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. Homeowner Appeal - Denial of ACC Application (Starke) to Install Tesla Charger on Common Property

6. Announcements/Discussion Points

6.a Announcements - Committee Volunteer Applications to be submitted by January 3, 2025

6.b Discussion items - None

7. Set the Agenda

Motion to set the agenda:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

8. Volunteer Recognition

8.a Volunteer Service Award – Nancy Oppermann

8.b Volunteer Leader Award – Barbara Sloan

8.c Volunteer Leader Award – Chris Umble

8.d Board Member Recognition – Chris Taylor, January 2021-December 2024

8.e Board Member Recognition – Michelle Stepnick, January 2023-December 2024

9. Approve the November 22, 2024 Board Meeting Minutes

Motion to Approve the minutes of the November 22, 2024 Board Meeting.

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

10. Treasurer's Report, Page

Motion to Accept Treasurer's Report.

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

11. Executive Director Report, Verbal

Anna Holloway, Executive Director & Community Manager

12. Maintenance & Facilities Manager Report, Verbal

Brian Hofer, Maintenance & Facilities Manager



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

13.1 Finance Committee, No Report

Bob Kollar, Chairperson

13.2 Audit Committee, No Report

Robert Armen, Chairperson

13.3 Maintenance Committee, No Report

Tom Sierzega, Chairperson

13.4 Strategic Long-Range Planning Committee, No Report

Chris Umble, Chairperson

13.5 Social and Recreation Committee, No Report

Robin Henley & Erin Mikolich, Co-Chairpersons

13.6 Nominating & Leadership Development, No Report

Chris Umble, Chairperson

13.7 Architectural Control Committee, Page

Donna Courson & Rob Hanlon Co-Chairpersons

13.8 Rules & Regulations Committee, No Report

Barbara Sloan, Chairperson

13.9 Marketing and Communications Committee, Page

Debbie Watson, Chairperson

13.10 Community Safety Committee, No Report

Chris Lindberg, Chairperson

13.11 Landscaping Committee, No Report

Dennis Carroll, Chairperson

13.12 Water and Wastewater Committee, Page

George Harakal, Chairperson

13.13 Multi Use Paths Committee, No Report

Jay Smith, Chairperson

13.14 Clean Energy Committee, Page

Melinda Bracken, Chairperson

13.15 Resort Relationship Sub-Committee, No Report

TBD, Chairperson



Motion to Accept Committee Reports:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

14. Other Reports

14.1 Security Incident Report Summary, Page

14.2 Jefferson Township Communications, No Report

15. New Business

15.1 Set Annual Corporate Meeting Date of Hidden Valley Foundation Inc. for Board Re-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 _____, 2025:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

15.2 Approve Resolution Authorizing Current Check Signers to Continue Until the New Officers are Elected and new Signature Card has been filed with the Applicable Financial Institutions

Motion to approve resolution authorizing current check signers to continue until the new officers are elected and new signature card has been filed with the applicable financial institutions

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

16. Set next monthly meeting date

16.1 *Friday, January 17, 2025, 7:00PM – Monthly Board Meeting

***Tentative – to be set and approved at Annual Corporate Meeting January 2025**

17. 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. These minutes will become official only after any corrections and/or upon approval by the Board of Directors of the Hidden Valley Foundation at its next regularly scheduled monthly meeting.

MONTHLY BOARD OF DIRECTORS MEETING HIDDEN VALLEY FOUNDATION, INC. November 22nd, 2024

Meeting Minutes

President Pat McGrail opened the floor for members who wished to speak during member's time.

1. Member's time:

No members wished to speak

2. Call the meeting to order:

- Meeting of November 22, 2024, called to order at 7:06 PM by President Pat McGrail at South Ridge Center.

3. Board attendance roll call:

- **Board members in attendance:** Pat McGrail, Bob Kollar, Rick Etling, Dan Friday, Chris Taylor, Michelle Stepnick, and Dan Martin
- **Board members absent:** None

Also, in attendance was Anna Holloway, Executive Director & Community Manager.

4. Establish Board Quorum:

- Board Quorum confirmed.

5. Announcements/Discussion Points:

Announcements:

- **Annual members meeting**, Saturday November 23, 2024, at Hidden Valley Resort; there will be large vendor turnout for Homeowner Expo
- **Hightop drainage project phase II.** Great work by contractor H&F with only two small change orders. Reseeding is needed when the weather permits.

Discussion Item(s)

- **Establish Bylaw and CC&R review committee.** Looking for volunteers from homeowners and board members for this working group. Suggestions raised to include ACC and rules and regs in this working group. Also requested guidelines to be established for modification to townhomes that would allow input from adjacent homeowners.

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. Michelle Stepnick seconded the Motion. There being no further discussion(s), all Directors present and via Zoom / Phone voted in favor of the Motion and the Motion carried.

7. Volunteer Recognition – Reserved for Annual Members Meeting

8. Approve the October 19, 2024, Board Meeting Minutes:

President Pat McGrail asked for a Motion to approve the October 19, Board Meeting Minutes.

RESOLVED: Bob Kollar made a Motion to approve October 19, Board Meeting Minutes. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and via Zoom / Phone voted in favor of the Motion and the Motion carried.

9. Treasurer's Report, Page:

Bob Kollar gave the Treasurer's Report as well as the applicable reports related to the Finance and Audit Committees. For more details related to the Treasurer's Report please see the information in the Treasurer's Performance Dashboard, for the 4-month period of July 1, 2024, to October 31, 2024.

RESOLVED: Dan Martin made a Motion to Accept Treasurer's and Applicable Reports. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and via Zoom / Phone voted in favor of the Motion and the Motion carried

10. Executive Director Report & Maintenance Report Combined, Verbal:

Anna Holloway, Executive Director/Community Manager reported on the following:

- Many preparations have been made for the Annual Members Meeting with printing notifications, contract work with Vail, coordinating vendors, IT checks, etc.
- Overseeing current construction projects: LP Siding of Highlands Center; window replacement at South Ridge Center; completion of 8 gazebo roofs with maintenance crew repainting all of the bases, and Phase II Hightop drainage project completed but Add Alternative of drainage and sidewalk installation along South Ridge Drive down to Eagles Ridge still in process
- Maintenance crew ramping up for winter with new plow installed and starting to receive salt deliveries

11. Maintenance & Facilities Manager Report:

Brian Hofer, Maintenance & Facilities Manager. Report given above since maintenance team out plowing

12. Committee Reports:

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

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 Chris Umble, 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** – TBD, Chairperson(s)
- 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, Page** – Melinda Bracken, Chairperson
- 12.16 Resort Relationship Sub-Committee, No Report** - TBD, Chairperson

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

RESOLVED: Chris Taylor made a Motion to Accept Committee Reports as submitted. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and via Zoom / phone voted in favor of the Motion and the Motion carried.

13. Other Reports:

13.1 Security Incident Report Summary, Page

13.2 Jefferson Township Communications, Page

Also added that there are no tax increases for 2025.

14. Set next meeting date:

President, Pat McGrail stated, the next Monthly BOD Meeting will be held on Friday, December 20, 2024, in person at the SRC Great Room and via Zoom at 7:00pm.

15. Adjournment:

President, Pat McGrail asked if there was anything for the Good of the Order, with no further comments being presented there was a request for a Motion to Adjourn.

Resolved: Bob Kollar made a Motion to Adjourn the meeting. Dan Martin 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 7:34 PM.

Respectfully submitted for consideration,
Chris Taylor, 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.

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 the homeowner's property in Hidden Valley.

Meeting Dates/Time: November 1st 2024 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 Eddy
John McGrail
Mike Mikolich
Richard Miller
Sean Walsh
Dan Friday - 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: Dates, Time, and Location:

December 6th 2024 at 9:00 a.m. at SRC 1

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

AGENDA

Friday, November 1, 2024, 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 John Eddy. Board Liaison- Dan Friday.

Review:

1. **Galor/Sitter- HTS538- TH- 538 Kooser Circle-** there homeowner's received a letter from Inspector Pash that they need to fix the fascia on the back of the unit. So this work will be done as well as a new roof using CertianTeed Landmark in the color of Autumn Brown. Also, they want to install a hot tub on the cement pad tht is located in the rear of the unit. They previously received a permit to run the electricity for this hot tub and that has been completed. **APPROVED- ROOF but need pictures and specify shingle color. DENIED- Hot Tub- more information required. Need pictures of where the hot tub is going to be placed and it must be on a concrete pad.**
2. **Miller- OHV24- TH- 24 Craighead Drive-** Replace/Repair siding and paint using Sherwin Williams Backdrop SW7025 for the siding and Taupe Tone SW7633 for the trim. Power Wash and stain the deck using one of the approved stains from the information sheet provided. Add under decking to the lower deck (contractor will abide by the Palanes Specifications) and add a storage shed to this lower deck (see pictures). **Donna and John Eddy went to look at this. Disregard entire application. The homeowners are going to put an new application in for the next meeting.**
3. **Bricker- ER1805- TH- 1805 Eagles Ridge-** Installation of a sliding glass patio door (exterior color white) at the rear of the unit and a storm door on the front entry door. **APPROVED**
4. **Barbone- OHV155- SFH- 155 Imperial Drive-** Install a 230V outlet on the rear of the house for a hot tub which will be installed on the pre-existing deck at the rear of the house. **APPROVED**
5. **Burke- SF1615- TH- 1615 Snowfield Court-** Installation of a new front door. It will be the same style, size and painted Sherwin Williams Rookwood Red SW2802. **APPROVED but need pictures and specs before installation**

6. Starke - SF1587- TH- Snowfield Terrace- Installation of an underground electrical cable from our town home to a Tesla Wall Connector Electric Vehicle (EV) charger mounted on a Tesla Pedestal installed approximately 3 feet set back from the parking lot directly in front of our unit. **DENIED based on the decision by the Hidden Valley Board. May appeal to the BOD for a variance.**
7. Hanlon- PR2710- ZL- 2710 Powder Ridge Road- Build and wood storage shed to be attached to the back deck. Please refer to exhibits and drawings for additional information. **APPROVED**

Condominium Applications

8. Baiocchi -SV5002- Condo- 5002 Summit Drive- Replacement of two windows using Viwinco new construction slider windows with bronze exterior. **APPROVED but need windows specs**

Completed Projects

Barbone- OHV155- 155 Imperial - 5 trees have been successfully removed. See pictures.

Cwenar- PR2741- 2741 Powder Ridge - planting of the trees on common property is complete.

DISCUSSION

- Installation Specification for Under-Deck Panel Roofing System by Chris Palanes
- Paul Brown's ACC application- he has applied for a permit with the township of which he is going to be approved. But there may be an issue because according to his plans he wants to make his deck larger and according to the Somerset County Subdivision and Land Development Ordinance Article IX Section 903-7 (see attached) Setbacks shall not apply to attached decks or decking. **Ken is sending him a letter**
- 539 Imperial Drive- owner brought in an actual sample of the Ebony Keys. Need to make a decision about this paint. **APPROVED**
- 538 Kooser- getting a new roof and owner approached the neighbor about getting one as well but the neighbor does not want to. So, the contractor asks how to connect the two roofs together. **Weave shingles in sending the neighbor a letter**

Next ACC meeting is scheduled for Friday, December 6, 2024, at 9 AM



Dec 11 Mar/Com Meeting

Attendees:

Wendy Clayton, Dan Millett, Bob Kollar, Pat McGrail, Anna Holloway, Deb Watson

1. **Website Update:**

Anna, John Wolfe, and Bob Kollar are continuing to work with Monica to port data and assure functionality meets Hidden Valley's requirements.

There are still some issues because of households with multiple last names and email addresses. As the development team is working on these issues, the team will begin to create forms/reports.

This new website will streamline some process and save the staff time. For example, service requests will be automated, some limited manual intervention.

One of the advantages this website will bring is the ability to create committee sites, one of which will be for the 'first response committee', enabling the safety committee and security to collaborate better.

There are still 37 homeowners that email addresses are needed for.

2. **Potential Saturday Morning Coffee Chat:**

The committee had a robust discussion about restarting the Coffee Chat.

It was discussed that it would be held one Saturday morning a month from April to November, that Dec-Mar dates interfere with skiing opportunities.

More discussion to come at January's meeting.

Some potential topics discussed were:

- Condo Insurance
- How to rent your unit
- Expense of converting to natural gas
- New website demo
- Travel destinations
- Local authors

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HIDDEN VALLEY FOUNDATION, INC. COMMITTEE MEETING REPORT December 2024

Committee Name: Water and Wastewater Committee

Committee Mission/Range of Responsibility: The original mission of this committee was to work on behalf of the Hidden Valley Foundation and its residents and homeowners to support the creation, maintenance, and investment of clean water and sanitary infrastructure. This will largely entail being a liaison to the Hidden Valley Utility Service (HVUS), federal, state and local officials and the residents of Hidden Valley.

Strategic Objectives:

1. Support and monitor the construction of an expansion to the existing Water Treatment Facility in order to eliminate the “brown water” issues experienced by HV homeowners. **Complete**
2. Conduct outreach to HVUS, state, and local government officials. **Complete**
3. Investigate and develop strategies to facilitate PUC enforcement actions. **On Going/ Follow status of Settlement Agreement close out**
4. Review plan for water distribution maintenance and upkeep. **On Going**
5. Review condition of Sewage Treatment plant. **On Going**
6. Monitor status of Rate Increase request. **On Going**

Strategic Objectives Status:

1. The initial objectives of this committee have been met. The construction of the new water treatment facility has satisfied the objective of providing clean water to the homeowners of Hidden Valley. **Complete**
2. The committee will continue to monitor any complaints received through the email previously established to register issues with water. **No issues have been reported again this month. It is important that the community reports any issues with water. (See recent newsletters for information for reporting**

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issues) If we do not know about these issues, we will not be able to provide a resolution.

3. Open items requiring continued monitoring:
 - Tank cleaning- **Complete**
 - Tank maintenance-
 1. In order to perform the required maintenance on the tank, a DEP permit is required. HVUS has engaged the EADS engineering group to assist in the permit preparation.
 2. This work will require 4-6 weeks to complete and will necessitate the use of a water buffalo to supply the system.
 3. Originally planned for this fall, will now likely be completed in the spring.
 - Rate Increase- When all of the conditions of the Judges order have been met by HVUS, the company will be requesting a rate increase. It has been some time since HVUS has received a rate increase, so it is inevitable that there will be one. The committee will continue to monitor this request to insure that it is as reasonable as possible.
4. The committee will continue to maintain open communications with the management of HVUS to monitor any issues that may arise with the satisfactory operation of the treatment facility.

Action/decisions to be presented to the Board:

1. Reinforce to the homeowners to report any water problems to the watermatters@HVftoday.com email so the issues can be monitored and addressed. This is one of the conditions of the settlement. A customer complaint log must be maintained and submitted yearly through 2026.

Next Meeting: Date, Time, and Location: TBD (Zoom) 6:30 pm



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

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 Dates/Time: December 5, 2024

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

Chairperson: Melinda Bracken; Interim Chair: Bob Early
George Harakal, Ken Githens, Rick Marafino, and Jeff Pfeifer

Meeting Agenda topics:

1. Energy Corner Articles/Energy Saving Tips
2. Subcommittees: Energy Audit & Solar
3. Micro Wind Turbines
4. Recycling

Key discussions summary/recommendations:

1. Interim Chair of the Clean Energy Committee is Bob Earley. Melinda will be in Santa Monica for an extended time to help her daughter with a new baby and 3 year old grandson.
2. Energy Corner is a weekly article to provide clean energy related information to homeowners in the "mountain life is calling" HV Foundation newsletter. Please email ideas to Melinda. The current information shared was the homeowners energy audit information.
3. George Harakal spoke about HVF Energy Audit subcommittee. Where are all the KW used? The foundation has 30 separate bills, over 100,000 KW hours per year used just at the Foundation office building (SRC). Various charges exist for lights, pumps, ponds, pools, etc. George has requested copies of the bills to focus on usage per month. Is usage seasonal? Lots of discussion took place. Software and hardware exist to quickly track and identify patterns of usage. This is the fastest way to get some data. Collecting data is a priority. SRC (South Ridge Center) usage in December 2023 was 10,000 KW. This will need to be compared to December 2024 as a new roof was installed, insulation added, new windows and new doors to SRC. How is power actually brought into the HV development?

4. Ken Githens stated the solar subcommittee has not had an opportunity to meet.
5. Interest still exists in investigating micro wind turbines. George would like to set up a small weather station and collect data. \$100 would cover basic equipment needed. A test location would need to be identified. Does Vail have any weather stations? Vail currently states they are 100% renewable energy. The top of the Avalanche lift was a suggested test location.
6. Discussion took place regarding helping homeowners find energy savings.
7. Recycling is currently a problem at HV. Glass can no longer be recycled at the HVF recycling bin. The recycling bin is often contaminated by people putting plastic bags of recycling in the bin. How can the Clean Energy Committee help? Education.

Action/decisions to be presented to the Board:

Nothing currently

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

January 23, 2025 at 6:30pm at SRC and via Zoom.

Mcb 12/11/24



Memo

To: Anna Holloway – Hidden Valley Foundation
From: Michael Meyers, Site Supervisor – Securitas Security Services
Date: December 4, 2024
RE: Security Summary Report – November 2024

Phone / In-person assist breakdown in November 2024

Client Assist – 62	Guest Assists – 14
Homeowner Assists – 34	Motorist Assists – 1
Animal Complaints / Concerns – 14	Miscellaneous Calls – 0
Parking Related Concerns / Complaints – 0	Noise Complaints – 0
Salt Deliveries – 5	

There were a total of 86 Incident Reports for November 2024

Alarm Activation Foundation – 3	Recovered Property – 1
Animal Complaint – 1	Residential Alarm – 1
Client Assist – 1	Residential Smoke Alarm – 1
Covenant Violation – 52	Safety Hazard – 2
Damage to Foundation Property – 1	Theft – 2
Damage to Homeowner's Property – 4	Tree Down – 1
Guest Assist – 1	Unsecured Gate – 1
Homeowner Assist – 2	Unsecured Window – 1
Lights Out – 9	Vehicle Accident – 1
Open Garage Door – 1	

Pennsylvania State Police were on property a total of **0 times in November 2024

Pennsylvania State Police called for Security Assistance **0 times in November 2024

Securitas Security patrolled a total of **2,326** miles in November 2024

Thank you,

Michael P. Meyers