

**BLUE HERON PINES HOMEOWNER'S ASSOCIATION  
OPEN SESSION MEETING MINUTES  
NOVEMBER 30, 2022**

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**Call to Order/Approval of Minutes**

President Bob Mueller called to order the Open Session Meeting of the Blue Heron Pines Homeowner's Association Board of Directors for November 30, 2022 at 6:30pm.

Present from the Board of Directors are Bob Mueller, President, Ernest Jubilee, Vice President; John Maczonis, Treasurer, Bob Trapani, Secretary and Trish Haines, Trustee. Norma Meyer and Beatrice Cantrell from DiLucia Management Corporation are also in attendance.

Bob certified that a quorum had been established.

Bob Trapani motioned to accept the minutes of the October 26, 2022 meeting with the corrected date. Seconded and unanimously approved.

**Secretary's Report**

No report at this time.

**Treasurer's Report**

John Maczonis advised that at the end of October there was \$11,337 in the operating account and the reserve has \$85,790. Money was borrowed from the reserves for better trash removal and the 1<sup>st</sup> of 3 payments was paid back. The reserve CD is \$101,100 with an interest rate of 1-1/2%.

The gas bill was out of whack last year but is in line now at \$44.00.

**Manager's Report**

- On November 9 the Comcast subcontractor who damaged the irrigation pipes contacted Fresh Cut and asked for an invoice. He said that he would pay Fresh Cut directly. As of the date of this meeting, no check has been received. Management reached out again to the subcontractor who advised that he would look into this. Management will keep on top of this.
- Candidate statements were received and ballots were typed up and mailed out.
- Worked with auditor, received audit draft and sent to Board.
- Telephone list was updated and sent to John DeMarco for Neighborhood Watch
- Met with Comcast technician who advised that everything in the clubhouse is under the business account. Erica will send out an email to the Board explaining.

**President's Report**

- Since this is Bob's last official meeting, however, he will chair the Annual Meeting in January, he sent out a thank you to all committee chairs and members, and all homeowners. The Board, committee members and homeowners all have the best interest of the community at heart. We have had a good process that has worked over the years regarding complaints. If any homeowner has a complaint, they need to contact DiLucia Management. DiLucia Management has a responsive clause in their contract that states they need to respond to a board member within 24 hours and a homeowner within 48 hours. This does not mean a resolution, but to take action. If any meeting occurs, the

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homeowner will to be there for discussion. With regard to landscaping, we have had issues with every vendor we have had – marks on the driveways, damage to the lawn because the mower may turn too quickly – usually the vendor will accept responsibility and make repairs. All complaints should be handled civilly and with respect. All homeowners need to follow the protocols: 1) to contact DiLucia Management; 2) if DiLucia is not handling then a Board member needs to be notified; 3) if you are not happy, join the committee.

- Cannabis – Bob spoke with the Mayor, Tony Coppola. Apparently, nothing is happening across the street since there are Pinelands issues. The cannabis ordinance is on the website. Tony and Bob talked about farmland sites. Cannabis cannot be grown on farmland.
- Bob will continue to chair the Community Relations Committee.
- Annual Meeting is scheduled for January 11<sup>th</sup> at the golf course. Bob will chair that meeting. They will have volunteer tables set up and the committee chairs will be there to talk about the committee and try to recruit volunteers.
- Bob thanks DiLucia Management. They are contractually obligated for 20 hours, however, they give much more. Bob thanks Norma and her team.
- Bob also met with three board members to go over the covenants and the by-laws.

**Trustee and Committee Reports**

**ADRC:** Ed Mauthe advises:

- The ADRC is finishing up the year and will start up again in April.
- Letters did not go out timely and some of the homeowners could not do power washing. They can't be fined if they can't perform.
- Approximately 9 to 12 homes have not complied. Ed put together a letter and wants approval of same to go out to those homes. There is discussion. Four members approve, one opposed.
- Ed also advises that a meeting will take place in March with all the ADRC volunteers to discuss the ADRC guidelines and what is expected of the homeowners.

**Landscaping:** Roy mentions that:

- This is the tail end of the season for Fresh Cut. They will finish the balance of the contract with the clean up the week of the 12<sup>th</sup> of December. This is usually earlier, however, the Bradford pears are not dropping their leaves.
- There was a lawn fertilization which was the last one of the year. Limestone and gypsum were put down. Soil tests were completed and after reviewing same, it was noted at St. Andrews and Cypress Point that limestone was needed. The gypsum works on breaking up the clay for better drainage.
- There will be a kick-off meeting in March with Fresh Cut.

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- St. Andrews well is a pending item. There is a broken seal in the well itself and sand, debris and dirt is getting into the well casing and pump. Two proposals were received from Waterways Water Service – one is a band aid. Ernest asks for Roy's recommendation. Roy feels that they should do what needs to be done now and not to wait. If the pump needs replacing the price to repair would be \$10,683.83. Bob believes the pump was replaced about 8 years ago. Brian from Fresh Cut told Roy that everything had been working fine until winterization. Roy will be there with Waterways when they look into this and will keep the Board apprised of their findings.

Bob Trapani motioned to approve the maximum amount of \$10,683.83 in the hope that it would be less than that. Seconded and unanimously approved.

**Neighborhood Watch:** John DeMarco advises:

- A Neighborhood Watch meeting is held every quarter. The last meeting was November 17<sup>th</sup>. A representative from the Galloway Township Police Department – Officer Jorgensen – was in attendance.
- Currently there are 19 volunteers who go out in all weather and all times of the day and night.
- From 9/22 to 11/22 there were 47 calls – alarms, fire alarms, animal complaints, medical, 5 motor vehicle – 1 hit & run – and property checks. The police walk around the house. If you are going to be away, John asks that you call the police so that they do property checks for you – it brings a police presence to the community.
- There was one suspicious person – a solicitor was reported. Police were called.
- You need to be aware of your surroundings outside the community. Don't leave key fobs where anyone can get access to them since thieves are able to access the car with an app.
- Egg Harbor Township warned of distraction thefts at the English Creek Shop Rite.
- Be cautious of strangers and keep valuables concealed.
- If you see something, say something – call 911 or the non-emergency number at 609-652-3705, option 1.

**Clean-Up Committee** – Bob reported that the clean-up crew at BHP-HOA is ranked the #1 clean-up team. They were awarded \$500.00. Congratulations to all of the volunteers. Mike Murphy suggested they use that to buy another trash can on the patio. Bob advised that is not necessary.

There is a clean-up this weekend, but they do need volunteers.

**Entertainment Committee** – The holiday party is this weekend.

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**Unfinished Business**

**Approval of Annual Audit** – Bob explains that the audit was very late this year but will be corrected next year. As of December 31, 2021, the auditors say that the replacement fund owes the operating fund \$50,000. The reason is that there was a large amount in the deferred account and that was transferred to keep the fees at \$130.00. There is no money being transferred, however, we do have to memorialize this.

Bob asks for a motion to authorize a fund balance transfer of \$50,021.00 from the operating fund to the reserve fund. This will increase the reserve fund balance to more closely reflect the cash held in reserves and eliminate the interfund balance from 2021.

Ernest motions to approve the audit. Seconded and unanimously approved.

**Invoice Approval Process** – Norma explains that invoices that are contractual, i.e., management, landscaping, trash, pool will be paid by DMC without approval since these items were approved previously. Normal utilities will also be paid without monthly approval unless there is a problem. All other invoices will be sent to the Board for approval before payment is made

**Annual Meeting Reminder** - The annual meeting is scheduled for January 11, 2023 at the Blue Heron Pines Golf Course.

**New Business** – No new business.

**Homeowner Comments**

Ron Tutunjian (Augusta Court) suggests that car key fobs not be left near the front door of your home – with the app, thieves would be able to get into the car.

Tom Cerbo (Country Club Drive) questions the procedure Fresh Cut uses to take care of the grandfathered-in side yards. Roy explained that Fresh Cut does have a process in place. Tom also comments about blowing leaves back onto the lawns. He also asks whether gypsum is a problem for dogs and about whether anyone has seen any bears.

Daphne Spizzuco (Country Club Drive) asks if the extension cords on her lawn will be problematic for Fresh Cut when they do the clean-up. She was advised that it would not be a problem.

**Adjournment**

The motion to adjourn to unanimously approved.

Respectfully Submitted,

DiLucia Management Corporation