

Twin Oaks Homeowners Association Inc.

Sarver, PA | tohoa16055@gmail.com

Annual Homeowners Meeting Agenda

Smokin Toads BBQ, 110 S Pike Road, Sarver, PA 16055

March 26, 2025

I. ATTENDANCE

45 Homeowners attended in-person; 52 Homeowners did not attend in-person
(The full attendance list is attached to these minutes)

II. CALL TO ORDER

Call to order at 5:32pm by Sam Long.

III. EXECUTIVE BOARD REPORTS

a. PRESIDENT

i. WELCOME

1. Twin Oaks Homeowners Association, Inc. currently consists of 97 single-family homes.
2. CMG, Inc. is no longer our homeowner management company. We are not looking to pursue another homeowner management company at this time. We will revisit this yearly.

b. TREASURER / SECRETARY

i. FINANCE REPORT

1. We received a check from CMG, Inc. for \$23,713.87 when we completed the turnover. The Executive Board opened an account at PNC Bank and deposited the money.
2. March 2025 Statement is attached to these minutes.
3. The Annual Dues were sent out via postal mail with a due date of **April 11, 2025** anyone that needs to set up a payment plan can email tohoa16055@gmail.com. Also, if you did not receive the mailing, please reach out to the Executive Board A.S.A.P. so we can ensure communication in the future.
4. A P.O. Box was purchased at the Sarver Post Office to collect the Twin Oaks Homeowners Association's mail going forward. This is a yearly payment that the Homeowners Association will need to account for in the budget.

IV. OLD BUSINESS

a. TWIN OAKS WEBSITE

- i. Visit www.tohoa16055.org to view upcoming events, current documents, and more to come.
- ii. We purchased the website domain to expire on 3/8/2035 and we purchased the website subscription to expire on 3/8/2028.

V. NEW BUSINESS

a. COMMUNITY EVENTS

- i. Community Yard Sale date is set for May 17, 10am – 2pm
 1. Darcy Snyder Skirp reached out and will drop off the signs to Sam Long for us to reuse and advertise the event to the community. We will also create a Facebook event to share on social media.
 2. Other Community Yard Sales are as follows:
 - a. Freeport / South Buffalo – April 12
 - b. Buffalo Trails – May 10, 8am-2pm
 - c. Sarver Mills – May 17, 8am-12pm
- ii. Twin Oaks Annual Pig Roast – May 25, 2025, 3pm-9pm
 1. Committee Sign-Up was at the Homeowners Meeting, if you are interested in volunteering please email tohoa16055@gmail.com
 2. Volunteers are as follows:
 - a. Damon Andring
 - b. Pat and Taylor Henderson
 - c. Rick and Janet Wolas
- iii. Clean Up Day – Date TBD
 1. We will be renting a dumpster to be placed in the community for homeowners to use to clean out their houses. More information will be shared via email.
 2. We are no longer contracting with MMC Landscaping; they were charging too much money for the work they have done. Sam Long and Jake Eckberg volunteered to do the mulching and will be asking for volunteers to assist. More information will be shared via email.

b. DEVELOPER UPDATES

- i. Sam Long spoke with John Allen about the fallen road signs. John Allen did come through the housing development and put them all back up.
- ii. Road paving / asphalt top coat was communicated that it will be completed mid to late July 2025 from John Allen to the Executive Board.
- iii. Snow removal this winter was better than years past. Sam Long got the phone number of the plow company from John Allen as he is paying for this service at this time. The Executive Board had to call when we needed service. Once the roads are paved this will be the responsibility of the township.

VI. OPEN FORUM

a. ROAD PAVING

- iv. Will the buses stop inside of the community once the roads are paved?
 - 1. This is up to the School District and we will make this a topic of conversation once the roads are paved.
- v. It was voiced that the homeowners do not have confidence in the roads being paved in Summer 2025.
 - 1. Sam Long said that John Allen is paying a fee to have our roads bonded until they pave the roads. He wants them paved as much as we do.
- vi. It was voiced that the roads are currently in ADA Violation and there are homeowners that cannot navigate the community or the mail boxes due to this violation.
 - 1. This will be voiced to John Allen by the Executive Board.
- vii. Who is responsible for the sidewalks in front of each home?
 - 1. The homeowners are responsible for the sidewalks that are directly in front of the home. The HOA is responsible for the common areas and mailboxes.
- viii. Who is responsible for the cracked corners or cracked sidewalks in the community?
 - 1. The homeowner is responsible for their sidewalks if they are cracked. The HOA is responsible for the common areas and mail box sidewalk if there is any damage.
- ix. Will there be a fine for a homeowner that does not take care of their sidewalks and causes a danger to the community?
 - 1. This will be discussed/assessed by the Executive Board on a case by case basis. Safety is our main priority.
- x. There is a crack in the asphalt near Blue Meadow, is this going to be fixed before the topcoat is placed?
 - 1. We don't want the company that places the topcoat to ignore that. The HOA Executive Board will try to be present for the inspection to ensure that they address the problems in the road before putting the top coat on.
- xi. Will homeowners' aprons be repaired when they put on the top coat and who will pay for that?
 - 1. It was communicated that the Developer would fix the apron if damaged from the installation of the top coat. The Executive Board will follow up with John Allen to discuss if this is true or not.

c. NEW CONSTRUCTION / OAK CREEK

- i. Can we get signs created that say "No Construction Vehicles" to force construction vehicles from entering via the Twin Oaks entrance and force them to enter from the Oak Creek entrance?

1. We suggested it to John Allen prior to the meeting, but there is no action at this time.
- ii. Is the new construction going to join the Twin Oaks Homeowners Association?
 1. Sam Long said that the housing plan behind the Twin Oaks homes at the entrance is being constructed by Ryan Homes. We will find out if they are going to be added to Twin Oaks or not but we are not aware of any homes joining the Twin Oaks Homeowners Association at this time.

d. RETENTION POND

- i. Is Oak Creek construction going to be affecting the Twin Oaks Retention Pond?
 1. Oak Creek has their own retention ponds on their property and it should not affect the Twin Oaks Retention Pond.
- ii. Do we have proof that DEP / EPA approved that John Allen installed the Retention Pond correctly?
 1. We do not have proof in the Executive Board possession, but the local borough should have this information.

e. PLAYGROUND

- i. When we built a house in Twin Oaks it was promised there would be a playground in the parks? What happened to this plan?
 1. When the Executive Board was given the most recent bylaws, it was brought to our attention that John Allen removed this from the paperwork. So now we will need to fund the construction of a playground as a community if we want one. The plan is to build a small pavilion or playground in the park next to Jake Eckberg's home at the corner of Twin Oaks and Red Horse but that will be evaluated and voted on at a future homeowner meeting once we obtain the appropriate funds.
- ii. Who is liable for any injuries on the playground in the future?
 1. The Homeowners Association has insurance and we would have a policy that covers injuries at the future playground once built.
- iii. Can you add the Insurance Policy to the HOA website?
 1. Yes, once it is renewed we will post the policy on the website.
- iv. The Annual Budget that was distributed was not accurate for the Insurance line item, will there be a new budget distributed?
 1. The Treasurer was unaware and we will adjust for the 2026 budget.

f. HOA DUES

- i. Are there any plans to lower the HOA Dues?

1. Not at this time, we need to build income to account for any unforeseen maintenance issues that arise. We plan to create a savings plan to have a Savings Account. We have only had control for 2 months and we are still getting our footing on the financials. There were many homeowners that were past due on their dues.
- ii. Can we look at breach of contract on CMG, Inc. for not following up on past due invoices and not sending invoices to ALL homeowners?
 1. Our plan is to not spend the HOA's money on lawyers and we want to look forward to how to do this correctly, not in the past of what was done wrong.
- iii. If someone does not pay their HOA Dues, what is the consequence?
 1. The Executive Board would put a lien on their house. We would prefer that all homeowners pay by December 31, 2025 so we do not have to do this to any homes in the community. Again, if you need a payment plan, please email tohoa16055@gmail.com.

g. TWIN OAKS GENERAL QUESTIONS

- i. Are there plans to add a 4-way stop sign at the intersection of Twin Oaks and Red Horse and Twin Oaks and Blue Meadow?
 1. Not at this time, we would have to talk to the Township once the top coat is on and ask them to do an evaluation if this can be added.
- ii. Are there plans to add dog waste disposal waste cans / bags around the community? Who will be in charge of emptying the waste cans?
 1. Not at this time, but this is something we can discuss at a future meeting.
- iii. Who is in charge of when the streetlights are burnt out?
 1. The Homeowners Association is and we are trying to contact someone to repair the streetlight on the corner of Twin Oaks and Red Horse. West Penn has been fixing the lights to date.
- iv. Some houses are not following the Bylaws, what are we doing to ensure the community is following the bylaws?
 1. This is in regards to fences, pools, etc. The Executive Board is only two months into office and they plan on reviewing the bylaws and will communicate in writing when we will start to enforce this. They are trying to organize all the information given to them first and then will start to enforce it.
- v. What is the HOA going to do about cars parking in front of the mailboxes for long periods of time or parking on the street?
 1. As soon as the road is paved, there will be a township ordinance that you are not allowed to park on the street.
- vi. Will any Modification Approvals be reversed once the Executive Board reviews all the Bylaws to enforce?

1. No, all modifications will stand as approved. No fines will be given out for previous approvals.
- vii. Can the google calendar be shared on the new HOA Website?
 1. The Executive Board will look into this and communicate once they know this is possible.
- viii. Are there going to be more homeowners meetings in the future?
 1. The Executive Board wants this to be an Annual Meeting unless there are bylaws or an election to vote on.
- ix. Can we hire a 3rd Party Auditor periodically to ensure the Executive Board is being fair?
 1. Yes, we can look into this type of assessment since we are not using a professional HOA management company.
- x. How will HOA votes take place going forward?
 1. We will have one in person meeting or mail-in vote similar to the voting we just completed for the current Executive Board.

VI. ADJOURN

Meeting was adjourned at 6:31 p.m.

March 26, 2025 - Annual Homeowners Meeting Attendance

STREET ADDRESS	YES/NO
100 RED HORSE DRIVE	NO
100 TWIN OAKS DRIVE	NO
101 BLUE MEADOW DRIVE	YES
101 RED HORSE DRIVE	NO
101 TWIN OAKS DRIVE	YES
102 RED HORSE DRIVE	NO
102 TWIN OAKS DRIVE	YES
103 BLUE MEADOW DRIVE	YES
103 RED HORSE DRIVE	YES
103 TWIN OAKS DRIVE	YES
104 RED HORSE DRIVE	YES
104 TWIN OAKS DRIVE	NO
105 BLUE MEADOW DRIVE	YES
105 RED HORSE DRIVE	NO
105 TWIN OAKS DRIVE	NO
106 RED HORSE DRIVE	NO
106 TWIN OAKS DRIVE	NO
107 BLUE MEADOW DRIVE	NO
107 RED HORSE DRIVE	NO
107 TWIN OAKS DRIVE	YES
108 RED HORSE DRIVE	NO
108 TWIN OAKS DRIVE	NO
109 BLUE MEADOW DRIVE	NO
109 RED HORSE DRIVE	YES
110 RED HORSE DRIVE	YES
110 TWIN OAKS DRIVE	NO
111 RED HORSE DRIVE	YES
112 RED HORSE DRIVE	NO
112 TWIN OAKS DRIVE	YES
113 RED HORSE DRIVE	YES
113 TWIN OAKS DRIVE	NO
114 RED HORSE DRIVE	YES
114 TWIN OAKS DRIVE	YES
115 RED HORSE DRIVE	NO
115 TWIN OAKS DRIVE	NO
116 RED HORSE DRIVE	NO
116 TWIN OAKS DRIVE	NO
117 RED HORSE DRIVE	NO
117 TWIN OAKS DRIVE	YES
118 RED HORSE DRIVE	YES
118 TWIN OAKS DRIVE	YES

STREET ADDRESS	YES/NO
119 RED HORSE DRIVE	YES
119 TWIN OAKS DRIVE	NO
120 RED HORSE DRIVE	NO
120 TWIN OAKS DRIVE	YES
121 RED HORSE DRIVE	NO
121 TWIN OAKS DRIVE	NO
122 RED HORSE DRIVE	YES
122 TWIN OAKS DRIVE	YES
123 RED HORSE DRIVE	NO
123 TWIN OAKS DRIVE	YES
124 RED HORSE DRIVE	YES
124 TWIN OAKS DRIVE	YES
125 RED HORSE DRIVE	NO
125 TWIN OAKS DRIVE	YES
126 RED HORSE DRIVE	NO
127 RED HORSE DRIVE	NO
128 RED HORSE DRIVE	NO
129 RED HORSE DRIVE	NO
130 RED HORSE DRIVE	NO
130 TWIN OAKS DRIVE	YES
131 RED HORSE DRIVE	YES
131 TWIN OAKS DRIVE	YES
132 RED HORSE DRIVE	NO
132 TWIN OAKS DRIVE	NO
133 RED HORSE DRIVE	NO
133 TWIN OAKS DRIVE	YES
134 RED HORSE DRIVE	YES
134 TWIN OAKS DRIVE	NO
135 RED HORSE DRIVE	NO
135 TWIN OAKS DRIVE	YES
136 RED HORSE DRIVE	NO
136 TWIN OAKS DRIVE	YES
137 RED HORSE DRIVE	YES
137 TWIN OAKS DRIVE	NO
138 RED HORSE DRIVE	NO
138 TWIN OAKS DRIVE	NO
139 RED HORSE DRIVE	YES
139 TWIN OAKS DRIVE	NO
140 RED HORSE DRIVE	YES
141 RED HORSE DRIVE	NO
141 TWIN OAKS DRIVE	YES

STREET ADDRESS	YES/NO
142 RED HORSE DRIVE	NO
143 RED HORSE DRIVE	NO
143 TWIN OAKS DRIVE	YES
144 RED HORSE DRIVE	NO
145 RED HORSE DRIVE	YES
145 TWIN OAKS DRIVE	NO
146 RED HORSE DRIVE	YES
147 RED HORSE DRIVE	YES
148 RED HORSE DRIVE	NO
149 RED HORSE DRIVE	NO
151 RED HORSE DRIVE	NO
153 RED HORSE DRIVE	YES
155 RED HORSE DRIVE	YES
157 RED HORSE DRIVE	NO
159 RED HORSE DRIVE	YES



Account Activity

Tuesday, April 01, 2025

Business Checking XXXXX9786

Available Balance: \$36,847.00

Posted Transactions

Date	Description	Withdrawals	Deposits	Balance
03/28/2025	DEPOSIT XXXXX4470		\$14,000.00	\$36,847.00
03/12/2025	DEBIT CARD PURCHASE XXXXX3524 USPS PO XXXXX0055 SARVER PA	\$73.00		\$22,847.00
03/10/2025	DEBIT CARD PURCHASE XXXXX3524 WIXCOM XXXXX3990 CA	\$241.95		\$22,920.00
03/10/2025	RECURRING DEBIT CARD XXXXX4068 WIXCOM XXXXX3990 CA	\$457.92		\$23,161.95
03/03/2025	DEBIT CARD PURCHASE XXXXX3524 USPS PO BOXES ONLINE XXXXX7779 DC	\$94.00		\$23,619.87
02/28/2025	DEPOSIT XXXXX0259		\$23,713.87	\$23,713.87

© Copyright 2010. The PNC Financial Services Group, Inc. All Rights Reserved.
Need Help? Call us at 1-888-PNC-BANK (762-2265)