



Message from the President

January 2019

Happy New Year everyone! At the beginning of a new year we have much to look back on and much to look forward to. Sarver Landscaping has completed their last cleanup and the Manor is ready for winter weather.

Fire recovery continues, and requests were sent to several contractors for bids on a replacement building; as those are returned, the Board will evaluate them. We intend to complete construction prior to opening of pool. Equipment, tools and supplies are currently stored in the pool garage, the pool area, and a rented trailer in the turnaround. We anticipate sharing updated information at the annual meeting/election, scheduled, as is dictated by our governing documents, for Monday, March 18, 2019 at 7 PM at the Osborne Elementary School.

Respectfully,

Judy Haluka

**Thank you to the residents who so graciously contributed to the Holiday Fund.
Your generosity is moving, and the staff appreciates your thoughtfulness**

Bob Merriman Susan Moran Jesse Jankowski

Committee News

Communications Committee – Sally Shipley, Chair: Beginning in February, the Manor Messenger will NOT be delivered door-to-door. The Manor Messenger is always available on our website: www.sewickleyheightsmanor.com and printed copies in the Manor Office and in the Manor Mailbox located by the Little Free Library. We will post signs when new issues are available online and, in the Office, and Mailbox.

Architectural Control - Tim Miller, Chair: The committee is off to a good start for 2019. We have already approved 3 requests to improve our homes. If you wish to do any work on the exterior of your home, please obtain an Architectural request form online or at the office and complete all the questions. Be sure to include details like color and obtain the insurance certificate from your contractor before you submit the application.

Last year we approved over 40 requests for things like new garage doors, windows, expanded decks and painting. The Manor continues to look better as neighbors work to improve their homes, and we look forward to helping you if you decide to do so. If you have any questions, contact the committee at Sewickleymanorarchitectural@gmail.com

Finance - Cathy Cartieri, Chair: All owners should have received their 2019 coupon payment booklet for making their quarterly assessments payments. The first quarter payment was due January 1, and the next payment is due April 1. **In accordance to our Manor assessment policy, checks must be received in the Manor Office by the last day of the month due to avoid a \$50/month late fee.**

Maintenance - Len Kinter, Chair: 2019 Painting Schedule

Entire Building, including deck:

Sew. Hts. Dr.	Rolling Hills	Timber Lane	Forest Edge	Little Hollow
601-611	302-304	202-212, 304-306	101-111	102-116
602-620		702-712	202-208	

If your entire building will be painted, you will want to delay awning installation.

Decks Only:

Sew. Hts. Dr.	Timber Lane	Trailside
101-111, 801-811	101-103, 201-207,	102-104, 202-204
802-812, 901-911	301-311	

Manor Landscape - Sally Shipley, Chair: Our landscape crew is furloughed until Spring; Jesse Jankowski will continue

The 2019 trash recycling schedule for Aleppo Township was mailed to all homeowners. Trash pickup is contracted with Waste Management by Aleppo Township, and we pay for it through our property tax. According to the 2019 calendar, there is a one-day delay for pickup on Memorial Day, Labor Day and Christmas. All items must be at the end of the driveway no later than 6 AM. A note on the Waste Management calendar states that it may be necessary to delay or cancel trash/recycling collection during inclement weather. Service interruption updates will be available at www.wm.com .

Neighborhood News

Going away? If you are leaving for an extended period, it's a good idea to winterize your home: set the thermostat at 55°, shut off the water at the meter and drain your indoor plumbing. Consider giving an emergency contact number to the SMHA office and leave a key or garage code with a neighbor.

Please keep our roadways free of vehicles, particularly during snowy conditions, so that roads may be effectively plowed and made passable for everyone. Please refer to the Manor Snow Removal Policy for details about plowing and clearing of snow. It was printed in the December newsletter and is available on the Manor website, www.sewickleyheightsmanor.com.

The Board of Directors approved a contract with Four Seasons Exterminating that will provide exterior spraying to discourage nesting of bees and wasps. The contract provides for a group rate, same as last year, depends on at least 50 participants, and the cost is the responsibility of the homeowner. The treatment is guaranteed against the nesting of bees and wasps outside the home through 11/1. If you want the treatment and your home is on the paint schedule, treatment will be delayed until painting is complete. Minnock tenants, your treatment is usually included.

Cost:	Multi-townhouse	\$42.00
	Duplex townhouse	\$85.00
	Single-family home	\$85.00

Checks should be payable to Sewickley Heights Manor Homes and payment is due by April 15, 2019.

Sewickley Heights Manor Homes Association

2019 Annual Meeting and Election

March 18, 2019 at 7:00 PM

Osbourne Elementary School

We are seeking candidates for four open Board positions:

three of the positions are two-year terms and one is a one-year term (due to resignation).

If you are a resident homeowner, please consider running for the Board. It's a rewarding and educational experience. Commitment is minimal – generally one Board meeting a month (scheduling is flexible), along with some committee meetings that are often seasonal.

Nominating Committee Chair is Tom Corbett.

An application is enclosed. If you have any questions or want to speak with Tom or any other Board member, please contact the Manor Office.

Completed applications are due in the office no later than February 18. Applications are also available in the Manor office or on the Manor website (please print and complete).

Terms expiring March 2019: Cathy Cartieri, Tom Corbett, Ruth Darragh, Sally Shipley

Terms expiring March 2020: Judy Haluka, Len Kinter, Tim Miller

All owners should plan to attend so that a quorum can be established. If a quorum is not reached, the meeting will reconvene the following evening at 7:00 P.M. at the Aleppo Township Fire Department. When the Meeting envelopes are ready, **about the beginning of March**, signs will be placed at the neighborhood entrance alerting homeowners to pick up their packets in the Manor office. Those envelopes not picked up in a timely fashion will have to be mailed. Picking up your packet helps to save significant postage costs.

Did You Know?

Reserve funding is **not** 'money set aside for a rainy day.' Our Reserves are designated for maintenance of common area property: Roofs, Decks, Siding, Paving (of Manor owned roads and driveways), Recreation (pool, tennis courts, basketball court, playground), Equipment, Sidewalks/Patios. Repair or replacement of these items occurs on a long-term schedule, which corresponds to studies of our facilities performed by outside engineers on a regular basis. Reserve funds are individually restricted by the categories listed above and cannot be tapped for any other use without a majority vote by homeowners.

Given the ongoing nature of our maintenance needs, it's fiscally responsible to continue to contribute to our reserve funds, as inflation, affecting the escalating costs of materials and labor, is a factor we can't control.

The health of our reserves impacts the value of our homes in several ways. Not only is the outside maintenance of our homes and facilities critical, but when a buyer applies for a mortgage to purchase a Manor home, financial institutions look at our reserve funding when they consider approving the loan.

Staff and Hours of Operation

Robert E. Merriman, Operations Manager
Jesse Jankowski, Maintenance Assistant
Susan Moran, Office Manager

Monday – Friday 7 AM - 3:30 PM.
Monday – Friday 7:30 AM - 4:00 PM.
Business Hours M, T, Th, Fr 8 AM - 4:30 PM.