



Sewickley Heights Manor Messenger

March 2019

Sewickley Heights Manor Homes Association

2019 Annual Meeting and Election

March 18, 2019 at 7:00 PM

Osborne Elementary School, Beaver Road, Sewickley

We are electing four members to the Board of Directors. Three are two-year terms and one is a one-year term that is open due to resignation. Applications to run were due February 18, and there are seven candidates on the ballot.

Elected members remaining on the Board are: Judy Haluka, Len Kinter, and Tim Miller.

A quorum will need to be established at the Annual Meeting on March 18 before the election can take place. We reach a quorum by the **attendance of members or by submitted proxy**. Your proxy must be given to someone who will attend the meeting. **If we cannot establish a quorum, we'll adjourn** and reconvene the following evening, March 19, at 7 PM, at the Aleppo Township Fire Hall, Weber Road.

The quorum number is figured by subtracting the number of ineligible voting units – a homeowner is ineligible to vote if his/her assessment account is delinquent by the assessment amount or by assessed late fees – and calculating 30% of the eligible total. If a quorum is not present, association business, including the election of the Board of Directors, cannot be conducted, and so, the meeting cannot convene. The business of the Association will be conducted the following evening at the rescheduled meeting, where those members in attendance will constitute a quorum. **These procedures are dictated by the Association Bylaws.**

If you are not planning to attend the Annual Meeting, please consider assigning your proxy to a member who will attend, thereby helping to attain a quorum. Your completed absentee ballot is NOT your proxy. You can still vote by absentee ballot even if you assign your proxy to another member.

Absentee ballots and proxies must be received in the Manor Office no later than Sunday, March 17. Because the vote is secret, absentee ballots must be submitted enclosed in an envelope with the member's address noted on the outside of the envelope (for verification purposes). If your address is not on the outside of your ballot envelope, the ballot will be disqualified and discarded. Please do not include your proxy in the envelope with your ballot, as ballot envelopes will not be opened until the election begins after the meeting is called to order, and your proxy would not then count toward a quorum. Proxies should not be submitted in an envelope.

After the election, the Board will reorganize.

If you are interested in serving on a committee, please contact the Manor Office.

Maintenance Notes for 2019:

Siding: McCoy Builders will begin siding on those buildings to be entirely painted.

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		

Residents must make water available for power washing decks/homes or the work cannot be completed.

Deck Refurbishment: The following decks will be refurbished during the late summer:

102, 104, 106, 108 Little Hollow; 201, 203, 205, 207 Wood Crest.

Landscape Notes 2019:

Manor: Contracts are approved for Sarver Landscape Maintenance for spring cleanup, mowing, weeding and fall cleanup; Valley's Best for pruning of trees around Manor homes prior to painting; and Lark Lawn & Landscape for fertilizing Manor lawns. Shrubbery trimming will be done in house.

The 2019 Manor landscape budget does not include mulching, but SHMHA will once again take orders for mulch for residents to buy and install themselves. Orders will need to be placed and paid in advance and will include delivery to driveways/front planting beds by Manor staff. Mulch needs to be purchased in even pallet quantities (65 bags per skid), and orders will be taken by the Manor office until the end of May. Price per bag is \$4.25. If you are interested, please contact the Manor office.

Ridge: Sarver Landscape Maintenance will provide lawn service to the Ridge and lawn fertilizing will be provided by Lark Lawn & Landscape.

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.

Please remember that all pets must be leashed when outside, and you must clean up after them. Both failing to clean up after your pet and letting it run loose are violations of the Aleppo Township Ordinance #123 and subject to fines of up to \$100, plus court costs. Please use the dog waste containers for dog waste ONLY; please do not place household or other kinds of trash in the dog waste containers. Residents walking in the dark may wish to consider carrying a flashlight so they and their pets can be seen by motorists.

Did You Know?

Our Manor-owned trucks are necessary to our daily operations. Our staff transports materials to homes needing maintenance, including siding replacement, lamppost repair or replacement, gutter repair or cleaning, etc.; picks up needed materials from vendors; hauls equipment for shrubbery trimming or leaf cleanup – and hauls away leaves and debris; and maybe most importantly at this time of year, plows and salts our Manor owned roads. They are indispensable tools in our neighborhood. Both our trucks were lost in the September maintenance building fire. They were insured at fair market value, and we were able to replace them both for under \$68,000, less than our insurance payout. The red truck had very low mileage and had a tool box already installed, saving us that cost, too.

We are very fortunate to have very qualified residents who are willing to serve on our Finance Committee. Maybe you'd be interested to know them and their individual qualifications:

Cathy Cartieri, 2018 Treasurer and Finance Committee Chair: Cathy holds a JD with specialties in banking, corporate, finance, and securities law, as well as an MBA and a BS in Business Administration.

Elisa Cavalier, member of the finance committee, holds a JD and a Bachelor's in Education and works in wealth management as a financial advisor.

Judy Haluka, 2018 Board President. In addition to serving as an accomplished medical professional and emergency operations coordinator for our Township, Judy owns and runs her own business, where she is ultimately responsible for the financial reporting and well-being of the company.

Len Kinter, 2018 Board member. Although Len's background is more grounded in engineering, he has served for many years on the Finance Committee and is very familiar with our financial statements and budget.

Sally Shipley, 2018 Board Vice President, holds a BSJ plus a fifth post baccalaureate year of education concentrating exclusively in Accounting. She currently serves as Treasurer for Sewickley Presbyterian Church.

Clayton Steup, member of the finance committee, is a former Treasurer for the Manor, former Township Commissioner and current Treasurer/Tax Collector for the Township. He holds a BA in Business Administration and two MS degrees and has an extensive background in business and finance.

Items of Interest

Found in the Manor Office: Honda key fob. Please call to claim.

For rent, 3-bedroom, 2.5 bath end-unit townhouse. Updated kitchen and half bath on the main floor. Upper level, large master bedroom with in-suite bath and two bedrooms with full bath. One car garage. \$2,100 per month. Contact Keelie Garbee, 412-213-8123. TareoHomes@gmail.com

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, F 8 AM - 4:30 PM.