

VFTS Council Meeting

August 22, 2024 5:30 Management Office

1. Call to Order – Kathy Neary, Phil Poche, Joe Joyce, Stu Stein, Nimesh Shah, Kelly Cabell, Manager
2. Approve Minutes as presented
3. Accept Treasurer’s Report as presented
4. Reports
 - a. Community Association- Mike Samuels has resigned and Joe Joyce will take his place. Mike Gressen is working with Dinelia to accommodate the handicapped drivers while construction reduces parking spots. All of the repairs for the fountain were set to go and vacations interfered.
 - b. Manager – see attached
 - c. President – see attached
 - d. Treasurer – see attached
 - e. Balcony/Cantilever – We selected Valcourt Group and contracts are being worked on with our project manager and attorneys. Township permits are obtained.
5. Old Business
6. New Business

7. Discussion Items

- a. We will decline the suggestion for perfumed air in the lobby.
 - b. We need new signs for the trash rooms.
 - c. The maintenance of the foliage around the transformer has to be trimmed for safety reasons. We asked Kelly to see if we can work with 2000 building to take turns or something.
 - d. We should reaffirm that everyone, guest, visitor or worker has to sign in.
8. Adjourn – 7:00 pm

Council Meeting – August 22, 2024

Manager's Report

Commercial Electric Meters – Four meters were labeled incorrectly when Leviton programmed the meters. We had to work out a few kinks with First Electric to make sure the list of meters that Monitor Data has is accurate. Joe Joyce and I met with First Electric to fine tune the list of meters to make sure the list we had was accurate. We made sure the meters were labeled correctly and assigned to the right commercial unit. Leviton is in the process of renaming those four meters. Once that is done, Monitor Data can move forward with the electric billing for the commercial units.

Smoke Complaint – unit 1111 was fined for the third time. He's been fined twice in 2024 for cigarette smoke coming from his apartment.

Leaks/Mold 408 – Update – VFTS Insurance, Travelers, investigated this issue and concluded that this is not the responsibility of VFTS and denied the claim. I wrote a letter to the owner of 408 explaining that our insurance denied the claim. 408 had mold remediation specialists come out to remove the mold. They have had numerous leaks in their bathroom ceiling, the majority being from 608, and one from 508, and a condensate leak. During the course of the leaks from 608, the resident in 408 discovered she had black mold in her duct work, the same area

where 608 was leaking. The resident in 408 wants VFTS to clean the mold. I explained to 408 that she has had numerous leaks, and the mold came from the leaks, and that VFTS is not responsible for cleaning the mold. I advised her to reach out to her insurance company and tell them about the mold and that they need someone to remediate it. 408 said her insurance is not cleaning the mold and that her attorney said the duct work belongs to VFTS. 408 also got Upper Merion township involved with this and they requested that the duct bays be fully cleaned and remediated of debris and water. I consulted with Galman's corporate office and our attorney, they both said that the homeowner that caused the leak(s) is responsible for the mold clean up, not VFTS. Our attorney also said the township is irrelevant in this situation. She advised that I reach out to our property insurance, which is Travelers Insurance, and have them do an investigation. Upon the request of 408, I did a timeline/report of the leaks that she had. I have attached a copy of the report. When I spoke with Travelers Insurance and explained what happened, they said the same thing as well, that the homeowner needs to go after the other homeowner that caused the leak. I sent Travelers a copy of the leak/mold report. They are currently reviewing the information.

Temporary Cleaner/Porter – Jimmy Robertson was hired through The Liberty Group. If we would like to hire Jimmy as a Galman employee, we can do so after 320 hours (or roughly 2 months) of employment without paying a buyout fee. We are currently paying Liberty \$35.95/hour, which totals \$1,438.00/week. Jimmy is doing well with his position and takes direction very well.

US Roofing – Update – they're set up as a vendor in Nexus and the PO has been issued. They were set to come out Friday, August 16th, to do the mall roof repairs, but it got pushed back from Hurricane Debby. US Roofing was out Wednesday, August 21, 2024 to do the repairs. We are getting US Roofing set up as a vendor in Nexus. Once they are set up, I'm going to do a PO for them. They need to do repairs to the open seams on the mall roof above Aroma Restaurant. Aroma has been dealing with leaks on their ceiling from the roof. US Roofing is also going to repair the leaks above the store fronts in the front hallway. We were thinking we had to replace the mall roof, but the rep. from US Roofing said the roof is still in decent condition and doesn't recommend a roof replacement for another 5 years or so. They're working on a quote for the replacement cost of the roof so we can have an idea of what the cost will be.

Trenchless Line Company – TLC – Update – I was waiting on the quote from TLC to do the PO for the check request, which I just received on Monday, August 19, 2024. The PO should be approved shortly, and the check will be issued within a week or so after the PO is approved. TLC said they will come out when we have the check for them. From there we are scheduling them to come out to jet our main sanitary line. Because of the sewer leak last December at the Club House, VFTS has agreed to have this line jetted twice a year. It was jetted back in December 2023. TLC is requesting that we have a check ready for them after the work is completed. Their previous payment was delayed because the invoice was sent to Rick Myers at the Club House. Rick was the person who originally scheduled the sanitary line to be jetted. TLC's check then ended up getting lost because Galman had their old address in their system, not their new one. Once I get the updated price from TLC, I'll do a PO and request a check for payment.

Fire Extinguisher Testing – ERA (Emergency Response Associates) will be doing the testing on September 12, 2024.

Suite 118, VF Nail Bar - I wrote her a letter because she was complaining about her high electric bills. She thought that because we signed with WGL Energy Services at a lower rate, that her invoices will be lower, which they are, but she is still complaining of high electric bills. She didn't factor in that PECO also charges delivery charges, which get factored into her electric bill, along with other charges from PECO. These all become a blended rate, which fluctuates each month. She thought it was just the rate from WGL multiplied against her kWh. I also explained in the letter that her commercial unit sits on a concrete slab foundation, and in the wintertime, when her bills are historically higher, she uses more heat than usual. I also explained to her the importance of having an energy efficient HVAC system in good working condition. I had included with the letter copies of her three most recent electric bills, along with the corresponding bills from PECO and the electric spreadsheet for each electric bill.

Water Shut Down for Building – on August 8, 2024 we had Rossi Plumbing out to replace a 4 inch shut off valve for the 10th and 11th lines up to the 8th floor.

Code Elevator and Apex – we have scheduled with them to do the three full load tests for the elevators on October 2, 2024. This test is mandatory in the state of Pennsylvania every five years.

Chimney Inspections – I am sending notices to the units that we didn't receive the inspections reports. I'm going to include a due date and a warning of being fined if

we don't receive their inspection report. I also spoke with the person from Chimney Scientists, they are the company that did the inspections. They recommend for residents on the 15th floor that failed their inspections to install electric chimneys. The cost to bring them up to code would cost approximately \$20,000 to \$50,000, whereas the cost to install an electric chimney would be considerably lower. I want to wait until we have all of the reports to get a plan in action for the chimneys that failed their inspections. I so far have nine inspection reports, only one inspection passed out of those reports. We need approximately 12 more reports, the management office is in contact with these residents to make sure we receive them. Travelers did state that anyone that has their chimney capped does not need an inspection. There are four chimneys that we are aware of that are capped.

Scent Machine – I received a quote for a scent machine in the lobby from Scent Energy. They were testing the scent machine in the lobby during the end of June through the beginning of July. I had Feyha keep track of the feedback from residents/people coming through the lobby. It was all positive feedback, people would comment on how nice the smell was when they walked into the lobby. I'll review the quotes with everyone.

Signs for Commercial Hallway – I'm going to order new directional signs for the commercial suites from Signarama, a company that Galman normally orders signs from.

Emergency Water Shut Down - was done on August 6, 2024 in the 13 line for a stack leak repair.

President's Report

August 22, 2024

- Issues regarding Cantilever/Balcony Project
 - Nimesh is just back from his trip and will have a brief update.
 - Residents have contacted me about cracks in the ceiling of their balconies. I sent one picture to the engineer and he said that there was no danger and the repairs could wait until the 14/15 floors were done. Nimesh seemed to agree when we discussed his recommendations. However, Residents are still fearful. I have learned that there is no danger unless you can see the Rebar through the concrete. I will put that in the newsletter.

- o The 15th floor owners are going with the standard railings.
- o We will invite Joe Eisenstein to an occasional Council meeting.
- Council discussed updating our phone system for the last two years. At a minimum we want calls transferred to a phone the guard carries when he/she is away from the desk and a usable answering machine/message recorder for the management office. I asked Kelly to give me a status report as the phone had to be put on the back burner. Let's place on September meeting agenda.
- Nancy Cressman messaged us about the growth around transformer and the CA's plans to build a fence around it. I contacted the Mikes for guidance.
- There is a whole backstory to Mike Gressen's and Nimesh's efforts to wrestle control of the Commercial Unit Association. I forwarded the message from Rodrigo pleading for our help getting him paid. Again, I asked the Mikes for guidance as we also use Rodrigo and do not want to lose him.
- Other than during the Pandemic, VFTS sponsored a Holiday Party every fall. A resident committee has been taking care of the arrangements with clerical help from the staff. We have budgeted \$5000 for the last 2 years. Should we continue? Paul Wolfe has agreed to be the host again this year.
- Final note – if you ever have suggestions for the newsletter, please share as I can always use tips.

July 2024 Treasurer's Report for
Valley Forge Towers South

Executive Summary:

There is an operational surplus of \$161,197 year to date for July 31, 2024. This is mainly due to a delay in transferring reserve appropriations earlier this year. Transfers restarted in the month of June. The garage sale closed in July, which contributes to the large Revenue budget surplus in the month.

June 2024 Revenues were \$303,253 on a budget of \$256,460.

- Operating Revenue was \$249,919 as the result of a transfer to reserves in July of \$53,334.

Total Expenses were \$218,319 on a budget of \$214,371.

- Total Operating Expenses = \$184,218 on a budget of 175,473.
- Total Administrative Expenses = \$18,262 on a budget of \$21,836.
- Total Insurance and Taxes = \$15,839 on a budget of \$17,062.

Reserves

- Charles Schwab account balance = \$1,766,927
- WSFS account balance = \$28,058



MEETING ACTIONS

DATE 8/22/24

Motion : Approve Minutes as presented

Maker	Stu	Seconder	Joe
Votes	Aye- all	No-	

Motion : Accept Treasurer's report as presented

Maker	Joe	Seconder	Stu
Votes	Aye- all	No-	

Motion : Move to fund a holiday party with a \$5,000 limit. Paul Wolfe has agreed to chair a committee to coordinate the party

Votes Aye all

Electronic Votes

Move to accept Valcourt bid

Maker Nimesh Seconder Joe

Aye - all

Move to accept document prepared by Josephine Lee Valcourt Group A104-2017 9-10-24,
VFTS.AIA.104.Comments 9-10-24

Maker Stu Seconder Joe

Aye – all

Move to accept Comcast 5 year contract as negotiated by Mike Gressen

Move Stu Second Phil

Aye - all