

# Whiting Station Board of Trustees Meeting and Member Forum

Clubhouse Ballroom – April 21, 2026

*(Pending formal Board approval at the next Board of Trustees meeting on May 19, 2026)*

**Trustees Present:** Joe Hearon, President; Lou Ann Breaks, Vice President; Jacki Scampato, Treasurer; Jon Michalski, Secretary; Sam Agin, Jim Farley, Ed Oxenham

## **BOARD OF TRUSTEES MEETING**

Joe Hearon called the meeting to order at 7:03PM.

The meeting Agenda is posted on the Clubhouse bulletin board and on the Whiting Station website. There were no questions from members in attendance regarding the current Agenda.

Joe welcomed attendees and began with a couple things to note:

- There is a circulating petition concerning proposed legislation to change 55+ communities age restrictions, allowing owners and residents of any age to occupy homes in those communities. To help protect our community Joe urged everyone to sign the petition.
- Our new website is now available. It is a work in progress and we believe it addresses improved functionality.
- New email addresses for all Whiting Station Trustees and organizations have been created using the new domain, whitingstationhoa.com. Emails directed to the old addresses will still function as well.

## **Approval of previous meeting minutes:**

All Trustees previously reviewed the draft minutes for the March 18<sup>th</sup> meeting. There being no further discussion, Lou Ann filed a motion to approve the March 18<sup>th</sup> minutes; second by Sam; all 6 voting Trustees present unanimously approved.

## **Treasury & Snow Removal: Jacki Scampato**

### **Treasury Report**

Starting with practical numbers through the end of March, the General Ledger Cash account stands at \$157,000 and the Residents Club Accounts total \$17,000. Our Discretionary Fund holds over \$90,000, and Deferred Maintenance is funded at \$23,000. As discussed at our last meeting in March, we spent over \$70,000 from the Snow Maintenance Savings for the two December 2025 storms and the two January 2026 storms. While surrounding communities have had to apply special assessments ranging from \$250 to \$700 per home, we have not applied any assessment. Each month, we have moved \$1,200 from the replacement reserve fund, which holds over \$550,000. Beginning in March, we will move \$3,000 per month to bring the snow deferred maintenance fund more in line with previous funding levels.

These numbers are consistently published in the Whiting Station Express and posted on the bulletin board outside the Business Office.

Our reserve funds are supplemented by home sales in our community. Currently, nine homes are on the market; one home is slated to close on 4/30, one home is scheduled to close on 5/8. Five homes have closed since 1/1/2026. The total potential income from all sales is \$15,876 as of April 2026.

Additionally, we have 13 homes delinquent on HOA fees. In April, we sent 12 notices and will begin assessing fines. Again, as a reminder, the monthly HOA fee for 2026 is \$189.

Looking at our overall budget, we are over budget by \$74,292 – again, all due to snow clearing expenses for December and January.

Each Trustee has their budget for 2026. While it may seem early, we are already planning for the 2027 budget. As the community ages, we expect to factor in funding for large projects. You can view the Kipcon Reserve Study (required by the State every five years) posted outside the business office to see the estimated funds needed for these projects. Please keep in mind that costs for certain items have increased significantly since the study was completed five years ago. We will have a revised study in 2027.

As everyone has likely noticed, the cost of goods and services—including gas, electricity, and water—has increased significantly in recent years. Nationally, residential electricity prices rose about 15%, natural gas prices increased approximately 20%, and water and sewer rates climbed by around 10-15%, according to the U.S. Energy Information Administration and industry sources. Although we have contracts in place for this year and some extending into 2027, our vendors will likely pass on higher costs as their own expenses rise.

## **Clubhouse & Pool: Sam Agin**

The pool area decking is scheduled to be power washed on Saturday, May 8<sup>th</sup>. Residents are advised that there will be noise in the area for most of the day. We are continuing to pursue estimates for power jacking to help level concrete in the pool area. We are considering creating additional concrete areas where stone currently exists and possibly adding some landscaping in the area. The pool house doors will be repainted as soon as the weather permits.

Pool volunteers and substitutes are still needed for weekend and holiday opening and closing. Signup sheet is in the business office.

Kurts Kourts re-dressed the multi court and re-sanded the bocce court and the putting green.

The motor in the oldest Clubhouse treadmill has been replaced and is now significantly quieter. We have purchased and will be installing additional pathway lighting between the parking lot and the main Clubhouse entrance.

### **Architectural & Common Grounds and Lawncare:**

*Ed Oxenham*

Turfmasters began the spring cleanup on the 17<sup>th</sup> and the first mowing will be May 1<sup>st</sup>. The 2026 schedule is now posted on our new website.

Regarding architectural, all forms are up to date. We are in process of removing dead trees in common areas, on some of our residents' properties, and also trees that have fallen inside two of the basins.

Ed reminded residents who share groups of mailboxes and posts needing replacement they must work together with their neighbors to gain consensus and share responsibility for replacement. The height measurement from road surface to center of box should be 42" to 43", and if new mailboxes are installed, they must be the same size and same color as the mailboxes we have now.

A parking lot light near the bocce court is not working. Ed has contacted JCP&L to replace the lamp and has also requested the utility replace our street lighting with LED lamps to save energy and costs. Residents who notice non-working streetlamps can notify the HOA business office but be sure to provide the pole number (identified on the pole) when reporting the outage.

Joe added that despite the township providing twig and branch pickup last week, some residents have chosen to throw their branches into wooded common areas. Besides being a violation and a hazard, residents should understand that our HOA does not have any staff or budget to clean up the thoughtless messes they make.

### **Covenants:** *Jon Michalski*

We appreciate the majority of homeowners who consistently maintain compliance with our Governing Documents, helping to maintain our property values and keeping our community an attractive place to live. Unfortunately, it seems that some homeowners ignore their responsibilities and must be reminded of the requirements they agreed to uphold.

Covenants actions this month have resulted in issuing 10 Friendly Reminders concerning observed violations of HOA Governing Documents. These include violations we have talked about repeatedly, such as:

- Storing personal articles around the exterior of any home
- Placing feed for wild or feral animals
- Placing loose trash bags at the curb for pickup
- Storing trash and recycling containers outdoors on non-collection days
- Parking in finger lanes and lawn areas

This Spring we want to emphasize the importance of exterior maintenance requirements and remind all homeowners to proactively inspect their home's exterior for visible mold and algae stains on the siding, trim, porches, patios, decks, and walkways. Along with this maintenance, roofs are often overlooked but, besides being unsightly, heavy roof stains and accumulation of lichen and moss can actually cause damage to the roofing material over time if left untreated. Check heavily shaded and north facing roof areas especially. Our HOA office has contact information for contractors who perform these services, if needed.

We appreciate homeowners taking responsibility to complete this required maintenance through the months of April, May, and June. Thereafter, the Covenants team will send notices of specific violations so, again, please don't wait until that becomes necessary.

Residents may email compliance inquiries to [covenants@whitingstationhoa.com](mailto:covenants@whitingstationhoa.com).

### **Irrigation:** *Jim Farley*

The only way to address and resolve any irrigation issues is for residents to complete and submit an Irrigation Work Order form, which can be downloaded from our website, or obtained at our business office or within the exterior wall cabinet located near the rear entrance of the Clubhouse. The Work Orders properly document the issues and will be addressed as soon as they're received. Calls or text messages about irrigation issues will not be responded to.

Despite our advance discussion and planning, when our contractor started up the system, they did not properly adjust output of all sprinkler heads. The contractor will address this, but residents will need to submit a Work Order for any requested adjustments on their property. Since we already paid to have all proper adjustments made at startup, there will not be additional charges for these individual services.

The irrigation schedule is set the same as last year, with current 20-minute cycles on Monday, Wednesday, and Saturday weekly operation.

Unfortunately at the moment, due to a pump issue with Well 6, the north side of Orchid Street and Petunia Lane North even numbers are temporarily without irrigation services. We are working with the contractor to address and resolve this as quickly as possible.

### **Bus Operations & HOA Updates:** *Lou Ann Breaks*

The bus will be going in for maintenance on Wednesday, April 29<sup>th</sup>, for an oil change, new wiper blades, a cleaning, and to repair the rear door lock. Upcoming bus trips in May include Peddlers Village, Point Pleasant Aquarium, and Cape May; in June, a lunch cruise on the River Lady, and Surfflight Theatre (*Guys & Dolls*).

**Old Business:** *Joe Hearon*

No old business.

**New Business:** *Joe Hearon*

As Jim briefed, to address the Well 6 issue, we must replace the pump. At a recent closed meeting, the Trustees already approved the pump replacement, but officially now, Lou Ann motioned to replace the pump at an approximate cost of \$7,000, seconded by Jacki; all 6 present voting Trustees unanimously approved and the motion was carried.

Lou Ann reported that due to space limitations, HVAC issues, and needed wiring upgrade, we are planning to relocate the current HOA management office within the Clubhouse in the next few weeks. The management office will occupy the space that is currently the conference room. Laura, our Office Manager, will be more centrally located in the building and be in same room as the filing cabinets she uses. Additionally, Laura will have greater visibility with the comings and goings of visitors to the Clubhouse. Joe added that the current office is inefficient, lacks proper space for files and visitors, and has 28-year-old furniture that is completely depreciated. Since the wiring must be upgraded, it makes practical and financial sense to both relocate the office and address all the issues in the same process. We can also incorporate audio/video communication and remote door unlocking capability for admitting visitors. Lou Ann motioned to approve the approximate \$4,700 cost for the relocation, seconded by Jacki; all 6 present voting Trustees unanimously approved and the motion was carried.

**Final comments/questions:**

(BH—36 MGL) asked for clarification on snow reserve replenishment. *Jacki explained that historically we have transferred \$1,200 each month from the operating budget to the snow reserve, but with the significant spend we had this winter, we will increase that monthly transfer to \$3,000 to accelerate reserve replenishment over the next few years. This will help prevent issuing special homeowner assessments for snow in the future.*

(LW—572 PLN) asked how to determine sprinkler head malfunction when the system runs overnight. *Jim responded that residents will typically hear the spray hitting their siding, windows or garage door, or notice browning areas of the lawn.*

(JB—630 PLS) raised the issue of storage of personal items and out-of-season items visible on properties and what measures are taken to address these violations. *Jon reiterated that there are some residents who either ignore or willfully disregard requirements or prohibitions within our governing documents. The process flow to address these offences is for Covenants to issue a reminder to correct the observed violation and follow up to verify requested action. If not corrected, Trustee*

*action can include issuing a violation notice and assessing fines. While we need the community's feedback to address potential issues they observe, Joe cautioned that particulars of any individual properties or issues between or against other homeowners will not be discussed in open public meetings.*

**Adjourn:**

There being no further comments or questions, the regular BOT meeting concluded at 7:52 PM and transitioned to the **Member Open Forum Meeting.**

(JY—122 MGL) offered a helpful point of information for anyone with a working refrigerator or freezer (10 cu. ft. or larger) they wish to dispose of JCP&L has a program where they will pick it up and send the owner a \$100 check in about 6 weeks. Call (888) 314-8141.

(CD—111 MGL) asked when a 2026 resident directory will be available. *Joe replied that with the volume of home sales we have experienced in the community, it is difficult to reflect completely accurate information but the document should be updated soon for publication. We will have to look into specific timing for availability. There was mention about posting a directory on our website but such information cannot be made available to the general public. This would require further consideration to protect personal information.*

(MS—311 GD) previously asked to consider approval of homeowner sheds, with specified guidelines as to size, aesthetics, and placement. *Joe apologized for not responding previously. There is a challenge with considering such a change. First, sheds are prohibited in our governing documents and any Bylaw changes require a 2/3 majority affirmative vote. Second, informal feedback solicited from the community is overwhelmingly opposed to allowing sheds. A follow up question was asked about how many deck boxes are allowed, because some residents have two. Joe answered that one deck box is allowed and that residents with more than that are technically in violation. Enforcement discussions and action are currently under consideration. We will seek residents willing compliance but understand more punitive action may be necessary.*

(JN—86 MGL) asked about a number of work trailers being parked on property along Schoolhouse Rd., opposite from Whiting Station. *Many of the trailers have been moved, but they are on property owned by a construction company and we have no specific information about the trailers.*

With no further questions or comments, Sam moved to adjourn the meeting, seconded by Lou Ann; all 6 present voting Trustees unanimously approved and the motion was carried and meeting adjourned at 8:06 PM.

*Respectfully submitted by  
Jon Michalski, Secretary*