



# Sewickley Heights Manor Messenger

A publication of Sewickley Heights Manor Homes Association  
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February, 2024

## **SHMHA Annual Meeting**

**Monday, March 18**

**7:00 PM**

**Osborne Elementary School**



At this meeting we will elect four Directors for a two-year term. To conduct Manor business, including the election, we must have a quorum at this meeting. If we cannot establish a quorum on March 18, we will adjourn and reschedule the meeting for the following evening, Tuesday, March 19, at 7:00 P.M. at the Aleppo Township Fire Station. If you are unable to attend, please assign a proxy and complete an absentee ballot. Assigned proxies count toward establishing a quorum; absentee ballots alone, while important, do not count toward the quorum. All proxies and absentee ballots must be received at the Manor Office by 7:00 PM, March 17, 2023.

**Envelopes containing the agenda, annual report, absentee ballots, proxy forms and voting information instructions are being prepared and when ready, a sign will be placed at the entrance asking residents to pick up their envelope to save postage. Out- of-town owners will be mailed upon completion of the envelopes. Remaining envelopes for owners who reside in SHMHA will be mailed by March 11.**

Board Member Daniel Telep is the chairperson of the Nominating Committee, and committee members are Carla Galisin, 1212 SHD, and John Zeanchock, 202 RH. Applications have been received from five candidates.

The membership will be voting on the Bylaw Amendments at the meeting. The Bylaw Amendment committee is chaired by Board member, David Borkovic. His committee includes Albert Alimena, Peter Cady, Elisa Cavalier, Christian Paschke, Debbie Rodgers and Sally Shipley. All owners have been sent the proposed changes by mail. A question-and-answer session was held on February 15 and a zoom question-and-answer meeting will be held on March 5.

### **Current Board of Directors and their term expirations are:**

**David Borkovic, March, 2024**  
**Harry Caravaggio, March, 2024**  
**Hope Harris, March, 2024,**  
**Tim Miller, March, 2024**  
**Leslie Skolnekovich, March, 2025**  
**Daniel Telep, March, 2025**  
**Jim Trovato, March, 2025**

The next meeting of the Board of Directors will be the Annual Meeting March 18 followed by a reorganization of the Board of Directors on Tuesday, April 16 at 5:00 P.M. at the Association Office.

**Insurance:**

SHMHA does not insure your home. Please be sure that you have the correct insurance—"homeowners" meaning you insure the entire home, inside and out. Owners are required by the Declaration to have the Association listed as "additional insured" on their policy and a certificate sent to the office upon renewal. After reviewing the certificates on file, many are expired or not received. If you have questions, please call the office. Homeowners should also check with their insurance company to see if they have coverage for underground utility service lines. All homeowners in SHMHA are responsible for their utility lines to the tap in.

**Little Free Library:**

Please note that the Little Free Library is available for residents to use. The Library is in the turnaround area of SHD. If you have a book that you have read and would like to share, please put it in the Library. If you have taken a book from the Library, please pass it on to a friend or return it to the Library.

**The Manor Office will be closed on Good Friday, March 29 in observance of the upcoming Easter holiday.**

**COMMITTEES:****Architectural Control - Tim Miller, Chair.**

All Manor and Ridge exterior modifications, such as storm doors, front doors, patio doors, windows, awnings, or **anything** you change on the outside of your home, must be approved in advance of beginning the work. Request for Architectural Review forms are available on the website or from the Manor Office. Please allow adequate time for the committee to review your request that must include a certificate of insurance for your contractor. Incomplete forms will cause a delay in approval.

**Communications – Hope Harris, Chair.**

The newsletter is available on our website, [www.sewickleyheightsmanor.com](http://www.sewickleyheightsmanor.com), in the mailbox near the Little Free Library, and in the Manor office. A new issue is available when the sign is displayed at the Manor entrance. If you take a copy from the newsletter mailbox, please be sure to close the lid so that the remaining newsletters will stay dry. Thank you!

**Finance – Leslie Skolnekovich, Chair.**

Our auditor, E. G. Conley, has completed the 2023 audit and when his report is final it will be found on the web page and copies will be distributed at the Annual Meeting.

Residents are reminded to pay their assessments on time. The next assessment is due April 1. To avoid a \$50/month late fee, the assessment must be **received** in the Association Office by April 30.

**Manor Landscape – Hope Harris, Chair.**

JML will be the Manor's new landscape contractor, and they will begin Spring cleanup on March 13th. The staff has been working on cleaning some of the forestry areas and cutting vines from trees to preserve them. Brandon Landscape was contracted to help in the cleanup and possibly will be back this Winter. Reminder for residents to not toss planters or any other debris into the wooded areas. Please remove unused bags of mulch, empty flower pots/planters, artificial plants, or string lights/decorations from trees and store or dispose of them properly. If you have statuary bird baths or border fencing and other yard decor, assess whether it is in good condition and pleasing to all neighbors.

Lark Lawn & Landscape will be returning this year to fertilize lawns. Spring is around the corner, so this is just a reminder that residents must submit any plans for new plantings on the outside of their unit and in the general common area to the Landscape Committee. Please use the appropriate form on our website for approval and be sure to include a certificate of insurance for any contractor.

**Ridge Landscape – Tim Miller, Chair:**

Sarver is returning as the landscape contractor for The Ridge and will be fertilizing the lawns.

**Manor Maintenance – Harry Caravaggio, Chair:****Painting:**

We are trying to catch up on our painting. Some work scheduled is from the years 2021 and 2022. Due to material and labor shortages our painters fell behind in completing the work. If your entire building is being painted, we ask that you delay the installation of your awning. Residents are reminded that they must clear the deck and make water available or the work will not be completed. The price from the contractor is based on the deck being clear and ready for work to be done. Since the work that is being completed is lengthy, please look at the list of work for each contractor.

**Roach Brothers:**

Deck Supports:

302-304 TS, 902-912 SHD, 1002-1012 SHD, 104-106 TLC



Buildings and Decks:

101-111 SHD, 801-811 SHD, 901-911 SHD, 101-103 TL, 201-207 TL, 301-311 TL, 103-105 TLC, 102-104 TS, 202-204 TS (+deck supports), 102-112 WH

**Advanced Property Managers :**

Decks

201-211 FE

**Arena Painting & Contracting:**

Buildings only, no deck:

101-111 WC, 102-116 WC (+deck supports), 201-207 WC, 801-807 TL, 701-711 TL, 202-208 LH deck supports only, 302-304 RH deck supports only.

**Deck Makeovers:**

Several decks will be remade with composite material this year by Mike Fitzpatrick Contracting. Decks on the schedule are: 302-304 RH, 102-116 WC. Decks at 601-611 and 701-711 will have deck supports added.

**Roof Replacement:**

Tycat Corp. will be replacing the roof at 701-711 Timber Lane and 401-411 SHD. Following the roof replacement, LeafFilter will be installed on these two buildings.

**This & That:**

**2024 Trash schedules by Waste Management were not mailed out this year but are available on the Aleppo Township web site.**

Aleppo Township contracts trash collection, please contact them if you have a problem. Please be sure to place your trash in cans with tightly fitted lids and put it out early the morning of pickup day, which is Tuesday. Trash left out overnight attracts the critters living in our area. If you are not able to put your trash out on collection day, perhaps a neighbor or relative can help you. If your trash is strewn along driveways and roads, please clean it up as soon as possible. Please, put your trash cans in your garage after pickup.

**Space available** in my driveway and my garage for a Manor resident who is looking to rent a space for a car or short-term storage for "stuff" in my garage. If interested, email Kelly at [tuskajones@hotmail.com](mailto:tuskajones@hotmail.com)

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**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.

**Thank you to those who generously contributed to the Holiday Fund. The staff appreciates your thoughtfulness.**

*Bob Merriman*

*Susan Moran*

*Cameron Connifey*



***Staff and Hours of Operation***

**Robert E. Merriman, Operations Manager  
Cameron Connifey, Maintenance Assistant  
Susan Moran, Office Manager**

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