

ROLLING RIDGE PRD PHASE III ANNUAL MEETING
JANUARY 12, 2026 – MINUTES

The Rolling Ridge PRD Phase III Association held its annual meeting on January 12, 2026 at Milton Borough Hall.

Those present were: Ron Spicer, John Shoop, Adam & Kendahl Gainer, Mark Bendle, Dennis & Betty Jean Hopple, Ken Boyer, Mary Lou Keifer, Anne Chiccino, Keth & Sylvia Graver, Bill & Marlene Herbst, Bill Weber, Joyce Reichard, Mitch Davister, Dave Keiser, Terry McLaughlin, Harold & Ernestine Malloy, John White, Wayne Burkhart, Viki & Dave Campbell, Mark & Holly Knapp, Russ & Pam Showers, Gary & Candy Quarry, Annette Mellman, Tom Hans, John Anthony, Janet & Craig Kling, Dan Kulbacki, Chris Miller, Val Forsha, Paul & Margette Bianco, Leslie Ney, Bill & Shelley Bearley. With a combination of homeowners present and proxies received, there was quorum.

John Shoop opened the meeting by welcoming members and asked the executive board to introduce themselves.

Minutes from the July semi-annual meeting were mailed to all homeowners of record. A motion to approve the minutes was made by Anne Chiccino and seconded by Keith Graver. Motion carried.

COMMITTEE REPORTS:

Finance: Dennis Hopple reviewed the year end financials that were sent to all homeowners. Expenses were on track except for snow removal that went over budget. The board was able to transfer \$4,121 into operational reserve fund at year end. As of tonight, there are still 24 unpaid annual fees and the administrative office will be sending out reminder notices. Mark Knapp asked what reserves were used for and it was explained these funds are used for unbudgeted projects that occur throughout the year. Where reserve funds are invested appears on the second page of the year end financials.

Architectural Review: John Anthony reported there were three resales and two projects approved and completed for 2025. There are currently no projects pending.

Building & Grounds: Craig Kling reported he is working with homeowners for removing and replacing the trees on Greenbriar. This will be a homeowner expense with the Association approving the type of replacement tree. He explained the roots from the trees have caused damage.

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Craig explained the walking trail is resealed every 4-5 years. \$18,000 was spent to fix the walking trail and edging is no being done every 3 weeks during the lawn mowing season.

The executive board did discuss the estimate for planting arborvitae behind Berkshire Commons homes. The board voted to not do this project as it only benefits two homes.

The sign posts along the walking are rotting and need to be replaced this summer. The walking trail behind Berkshire Commons will also be sealed this year.

Marlene Herbst asked why trees promised by the original developer could not be put in. John Shoop responded the board cannot except the responsibility for the promises of the developer since he went bankrupt and the remaining property was sold to a private developer. Although the board voted not to proceed with trees, if the Phase III membership could vote to over-ride the board decision or Berkshire Commons could use their own money to pay for it. Gary Quarry pointed out that the homeowners in Berkshire Commons pay their \$350 annual fee as well and John Shoop explained the board reviewed the numbers and Phase III has spent more than double what has been paid by Berkshire Commons.

Dave Campbell asked for clarification on who owns the street trees. John Shoop responded that Phase III is responsible for maintaining. Sometimes when trees are storm damaged, there is a 50/50 split with Phase III paying for removal and stump grinding and the Phase III homeowner pays for replacement tree. In townhomes, the Townhome Association pays for the replacement tree. All replacement trees must follow the street tree policy.

Val Forsha pointed out that several street signs are damaged. John Shoop advised her to contact Sam Shaffer at Milton Borough. She also asked about weeds growing between the street edge and curbing. Again, she should talk to the Borough. Craig Kling suggested that homeowners can spray Round-Up in those areas. John Shoop did talk to the Borough concerning the sidewalks being lifted by tree roots – although it is the Borough's responsibility and they are not enforcing because of the cost for Borough residents who are low income. Russ Showers asked when sidewalks in single family homes need the snow removed. John Shoop responded sidewalks should be cleared within 24 hrs. and it is enforced by Borough.

ELECTION OF EXECUTIVE BOARD

John Shoop asked Mary Lou Keifer and Betty Ann Hopple to tabulate the ballots received. The final results for new board members were: John Shoop, Ken Bennett, Janet Kling and Leslie Ney to serve from January, 2026 to January, 2028. Janet Kling announced that after serving on the board for twelve years she would like to resign. A motion to accept her resignation was made by Craig Kling and seconded by John Anthony. Motion carried. The next name on the ballot was Marlene Herbst and she accept a position on the board.

OLD BUSINESS

Questions on community park funds:

Gary Quarry – at July meeting it was questioned what those funds could be use for. John Shoop responded the board is waiting for a legal clarification from the lawyer and then plans will be discussed.

Viki Campbell – Are fees for community park still being collecting? Yes, \$200 fee is collecting each time a home is re-sold. This is an expense to the new homeowner.

Russ Showers – History of community park funds. Originally when the land on the other side of Golf Course Road was owned by developer, the plans called for a multi-use park to built with funds from developer and these funds collected from homeowners. When developer went bankrupt and property was sold it is no longer part of Association, but the board is waiting for clarification from lawyer on what how the funds can be used. The monies are in an investment account controlled by the Phase III Association.

Harold Malloy – Because of speeding on Golf Course Road, he asks homeowners to support requests to Milton Borough and Penn Dot to install a stop sign at Fox Glen and Golf Course. John Shoop reminded homeowners the speed limit in the development is 20 mph and 35 mph on Golf Course Road.

NEW BUSINESS

Proposed 2026 Budget – Copies were sent to all homeowners of record by email and postal mail. Dennis Hopple said the proposed budget is very similar to the 2025 budget because of small increased from our contractors and the board decision to not increase the annual fee. It is projected to transfer \$8,100 into operational reserves at year end. A motion to accept the proposed 2026 budget was made by Val Forsha and seconded by Mary Lou Keifer. Motion carried.

John Shoop is working with a web master on the Association web page. John is the administrator. Homeowners should go to Google and search “Rolling Ridge Phase III Association.”

Paul Bianco – lawn damage caused by Comcast – John Shoop responded the repairs would be done in the spring.

A motion to adjourn was made by Harold Malloy and seconded by Tom Hans. Motion carried.

Respectfully submitted,
Theresa Ireland

cc: All homeowners of record

The Executive Board held a short re-organizational meeting. A motion was made by Dennis Hopple and seconded by John Anthony to nominate John Shoop as President. Motion carried. A motion was made by Dennis Hopple and seconded by Bill Herbst to nominate John Anthony as Vice President. Motion carried. A motion was made by John Shoop and seconded by John Anthony to nominate Dennis Hopple for Treasurer. Motion carried, Leslie Ney will join the Architectural Review Committee and Marlene Herbst will join Building & Grounds Committee. Signers at Milton Savings Bank will remain as John Shoop, Craig Kling and Dennis Hopple. Motion to adjourn meeting was made by Dennis Hopple and seconded by Bill Herbst. Motion carried.