

May 15, 2010

Shohola Falls Trails End POA held a Board of Director's meeting at the office building at 9:05a.m.

**Roll Call:**

**Officers Present**

President - Mike Smith  
Vice President - Mark Christie  
Treasurer - Artie Deyns  
Secretary - Wendy Purdy

**Members Present**

Iris Altreche  
Vinny D'Eusanio  
Maureen Miller – via telephone  
Robert Personette  
Debbie Shevlin

**Members Absent**

JoAnn Pollack

**Others Present**

Pam Valenza, Property Mgr.  
Rich Henry, Attorney  
William Owens, Auditor

President Smith called the meeting to order at 9:05am. He asked for a Motion to approve the April 2010 minutes.

**MOTION:** by Wendy Purdy to approve the April 2010 minutes. **Second:** Mike Smith

**VOTE:** Abstain: Debbie Shevlin, Iris Altreche, Mark Christie (absent from April Meeting). All others in favor. *Motion passed.*

**Property Manager's Report**

Pam Valenza –

- **Dues Collections** – 32 lots are on individual payments plans – 4 are for the second time, 1 is for the 3rd time; one defaulted already. Last year we started out with 34 payment plans. 92 lots were disconnected on May 8<sup>th</sup> for non-payment of full dues; last year 71 lots were disconnected at this time. Out of the 92 lots 7 have paid in full as of May 14th.

16 lots owe a partial balance and are scheduled to be disconnected today. (17 were disconnected last year for partial balances).

- Of the 21 lots placed on the judgment list, 5 lots paid in full, 1 made a partial payment and 2 lots are deeding back. 13 judgments were obtained. Lots 202, 213 are deeding back their lot, 412 and 618 – the deedback is complete –(these lots were not on the judgment list).
- Lot 978 – The PA state police came in and posted flyers with the property owner’s picture on it stating he is a sexual offender registered under Megan’s Law. They posted the flyer on his neighbor’s doors (surrounding trailers) and Comfort Station 3. I composed a letter to the property owner notifying him of this and that flyers will be posted throughout Trails End. Sent to Rich Henry for his review. The office has received phone calls and one property owner came in regarding the situation.
- **Motion:** by Mike Smith to accept \$2,000 to satisfy the judgment on lot 1949. **Second:** Artie Deyns **VOTE:** Abstain: Mark Christie, Iris Altreche, Debbie Shevlin (absent from previous meeting) All others: in favor *Motion passed*
- **Motion** by Mike Smith to adopt a resolution authorizing Kellyanne Spinning to be a signer on Wayne Bank Bar/Rec account. **Second:** Wendy Purdy **VOTE:** All in favor
- Bank papers must be signed for above resolution.
- **Liquor Liability** – In order to sell beer at recreation functions (3 events) our insurance company requires the beer to be sold outside of the pool area; the area roped off; ID’s must be checked; person serving beer has TIPS training and they will charge an additional \$300 for the season. Rich Henry will find out about the liquor license requirements.
- **Spring Mailing** and Resale list completed and mailed out this past Thursday.
- **1412 lot inventory registration** forms received. These were court mandated.
- **Gypsy Moth** Spraying is scheduled to be done – no date yet; we will be given a day’s notice.
- **Speed Bumps** were placed on Tribes Drive.
- **Memorial Day Weekend** – upper pool is filling, the refrigeration and air conditioning has been checked and turned on; liquor and beer are here to stock the bar.
- **Well 2** - the old tank is out and the new tanks were delivered; Fritz Brothers were here Friday 5/16 doing the piping, the electric should be done next week.
- **Old Bucket Truck** – Board agreed to try and sell it.
- **Remax** Realty sold lots 1963 and 1964 - \$10,500 and the buyer will clean the lots. Letters went out to adjoining lots of 5 Land Co. lots held in inventory for years; no response as of yet.
- **Commodity Prices** for electric are down right now. Contacted a broker – Usource – to put our electric purchase out to bid. Board agreed to have Usource bid Trails End’s electric.

Property Owner asked when decks would be able to be built in Trails End. President Smith stated we have an agreement with Shohola Twp and they are in the process of passing an ordinance amendment. The agreement has to go before the Planning Commission on May 20<sup>th</sup>, 2010 and

then advertised and passed at a Township meeting. Hopefully property owners will be able to start building decks in July. Property owners will have to obtain a permit from Trails End first. Don and Nelia Wall are no longer employed by Shohola Twp.

### **Auditor's Report**

William Owens of Owens & Co., -

100% of what is outstanding as receivable is recorded as it is actually received. This is good practice. A Capital Reserve Study that was last done in 1998 needs to be completed for Trails End. This study will give a report of all of Trails End's assets and their life expectancy and the money the association needs to budget for repair/replacement. A Capital Reserve Study should be done every 3 years. Capital Reserves – as of the end of December 2009 Trails End is in a strong healthy financial position. Excess Income is \$51,000 for 2009.

Discussion on management letter. Should look into remote backup.

### **Legal Report**

Richard Henry –

- Have documents for lots 1963 and 1964 for signatures. Also has documents for the sale of lot 4625 to lot 4626.
- Discussion on property values and adjoining lots being under the ¼ dues structure. President Smith - should look into what a ¼ dues lot actually costs in the budget.
- Will attend the Planning Commission meeting Thursday May 20<sup>th</sup> with President Smith to present the deck amendment. Feels the new zoning officer has been cordial and helpful.
- The ultimate passage of the ordinance will be at a township meeting. The amendment to the ordinance must be advertised first. It will probably be adopted at the July meeting.
- Attended dues suits hearings with Pam Valenza. The property owner did not show.

### **Recreation**

- Maureen Miller – Summer calendars will be ready for distribution July 4<sup>th</sup> weekend. It is on the website.
- Already setting up the carnival for Labor Day weekend.
- Getting ready for the Pig Roast.
- Buses are ordered for Dorney Park and the casino trips.
- Maureen Miller asked about attending executive session by phone – President Smith stated advised by the attorney that legally Trails End cannot allow that.
- Discussion on hiring a person for yoga and zumba classes.

### **Rules Enforcement Committee**

Bob Personette –

- Six grievance hearings are scheduled for today at 1pm; two are written, four will be here.
- Will use the new form to keep a copy of all decisions made by the Rules Enforcement Committee.

### Land Use –

Iris Altreche –

- Violation letters are being sent out. Property owners are complying as well.

### Security

Mark Christie –

- One incident of a woman breaking her leg and needing 911.
- There was an airlift at the ballfield. Security did well in directing emergency personnel
- There have been fewer break-ins due to the addition of a second guard on the second shift.

### Sewer/LRP

President Smith – appointed Vinny D'Eusanio as chairperson for this committee. Will report monthly flow at sewer plant and sewer repairs being done.

### Treasurer's Report

Artie Deyns –

- Electric is up due to increase.
- Everything else looks good.
- **MOTION:** by Debbie Shevlin to pay bills. **Second:** Wendy Purdy **VOTE:** All in favor

### Old Business

- President Smith – 180 day resolution – the resolution stating no matter how many lots are owned by one person, that person cannot stay at Trails End over 180 days. Discussion.
- Pam Valenza – Have an elderly property owner that cannot provide a primary address. Doesn't go in and out of the gate – walks onto property a lot of the time. Electric disconnected several weeks ago. Property owner still here. Board agreed to have security talk to property owner to see what the problem is.

### New Business

None

**MOTION:** by Wendy Purdy to adjourn meeting at 12:55pm. **Second:** Debbie Shevlin