

May 21, 2011

Shohola Falls Trails End Property Owners Association held a Board of Director's meeting on Saturday May 21, 2011 in the association office.

ROLL CALL:

Officers Present:

President – Mike Smith
Vice President – Robert Personette
Treasurer – Jo-Ann Pollack
Secretary – Wendy Purdy

Members Present:

Iris Altreche
Vincent D'Eusanio
Arthur Deyns
Maureen Miller – Via Phone
Debbie Shevlin

Members Absent:

Mark Christie

Others Present:

Pam Valenza, Property Mgr.
Richard Henry, Attorney

President Smith called the meeting to order at 9:06 a.m. Asked for a motion to accept January 2011 minutes.

MOTION: by Bob Personette to accept the January 2011 minutes. **Second:** Debbie Shevlin **VOTE:** Abstain: Jo-Ann Pollack (absent January meeting) All others: in favor. **Motion passed.**

President Smith -

- Pool – the original contractor did a horrible job – broke 9 skimmers and coping blocks. He let his insurance lapse over the winter. He is no longer permitted on Trails End property.
- Need to approve new contractor – we have received 3 new proposals and have one that includes a conclusion date in it. The proposal being passed around is from the contractor who gave us the middle bid.

- We need to file a lawsuit against the original contractor for damages done to the pool, as well as, any extra costs.
- Pam has called and reported the pool situation to Trails End's insurance.
- Maureen Miller – suggested we check references and work done by the new contractor. – Which has been done.
- The pool is going to come in well over the original budgeted amount and we will get the lawsuit started.
- The back deck will most likely be done under budget because the structure was still good – monies can come from there also.

MOTION: by Vinny D'Eusanio to take the unused money from the back deck budget and put it into the ACT 180 account and use it towards paying the new contractor to fix the lower pool. **Second:** Jo-Ann Pollack All others: in favor. *Motion passed.*

Property Manager's Report

Pam Valenza -

- Vandalism occurred - the pool slide was thrown into the pool, comfort station 3 was badly toilet papered windows were broken at the sewer plant.
 - The state police were contacted as we have a good idea of who did it.
- Cameras are working at the compactor. We have caught POs dumping non-household garbage at the compactor. Citations are being issued.
 - Vinny D'Eusanio and Bob Personette – POs need clarification about what can and can not be thrown away at the compactor because we only have the regulations clearly stated for the dump. It is for household trash only.
- E-mail vote was done over the winter to use the \$12,500 budgeted for the sewer flusher to purchase the 1987 ramjet sewer vehicle. The total cost was \$15,370 (which includes sales tax). We do not need any additional insurance on the truck because it does not leave the property.

MOTION: by Mike Smith to purchase the new Sewer Ramjet using money from the ACT 180 account and the money budgeted for the sewer flusher. **Second:** Vinny D'Eusanio. Oppose: Maureen Miller All others: in favor. *Motion passed.*

- Water Testing – DEP is now requiring all public water suppliers (our wells) to be tested quarterly for synthetic organic chemicals (herbicides & pesticides) – cost for this year \$31,000.
 - We have applied for waivers from the government for the testing – the first in Pike county to do so. If we are denied the waivers; testing will have to be done again in 2014 as long as no issues are found.
 - Had to test the 1st quarter – cost \$8,500. If DEP doesn't respond to us we may have to test the 2nd quarter.
 - We can not spray pesticides due to the new regulations from DEP. However, gypsy moth spraying is still permitted.
 - Vinny D'Eusanio – we need to put something down around the clubhouse for ants.
- 4 lots have exceeded 180 days. Gate cards were deactivated.

- A maintenance employee fell on the ice over winter and filed a work's comp. claim.
- The Spring Mailing was sent out to all property owners.
- Hired the summer staff; just need a part-time cook for concession.
- Karen Fagan should be here at 11am to discuss the Swim Team. The Swim Champs are going to be held here on August 6th, 2011
- Dues:
 - 29 individual payment plans this year; there were 16 last year. 1 defaulted already.
 - 1 lot would like payment plan for 4th time. Will discuss in executive session.
 - 10 Repurchase agreements have been purchased @ \$100,000.
 - Dues money is continuing to come in; we are about \$1,800 over what we collected as of May 31st 2010. More money is expected over Memorial Day weekend.
 - 86 Lots have been disconnected; 9 have since been reconnected; 77 lots still owe 2011 dues (only). 17 lots will be disconnected today for partial balances.
- Discussion about protocol for security if PO is on lockout.
 - Debbie Shevlin – Can guests be called in on lots on lockout? – No guests are allowed on lots that have been locked out.
 - Pam is going to speak with Lt. Tedesco regarding lockout protocol.
- 18 Judgments have been filed; 10 returned for lack of service; 4 are defending; 2 defaulted to the judgment; 1 paid \$2,000 and would like to setup a payment plan to pay the balance.
- Draft of the 2010 Financial Statement was emailed to all Board Members.

MOTION: by Mike Smith to approve the 2010 Audit Report as the final copy. **Second:** Debbie Shevlin. All others: in favor. *Motion passed.*

- Maureen Miller – The way the financial report is set up makes it look like recreation is in arrears \$27,000 and she thinks other property owners will read it this way also.
 - It can be brought to Bill Owens attention at the next meeting.
- Fitness Center and Wi-Fi in the clubhouse are both operating

Legal

Richard Henry, Attorney

- Quiet titles are done and lots can be sold for lots: 1402, 5744, 317, 318, 924, 1304, 1806, 2413, 4056, and 4715.
- Lot 1215 was deeded back to Trails End; 4 other lots are in the process of deeding back.
- Working on dues suits for lots that were not served.
- Went to township meeting with Mike Smith and Pam
 - Discussion was held regarding the township election

- Mike Smith stated the DA requested his testimony about Don Wall for the pending court case.

Treasurer's Report

Jo-Ann Pollack, Treasurer

- The office is doing a good job collecting dues; both prior and current dues
- Vinny D'Eusanio – How was the outcome with the 2010 dues?
 - Last year's dues were \$12,000 short of projections – this is from the consolidated statement which includes the Land Company.
- The budget is coming along nicely; we are close with the projections – aside from the lower pool project.
 - PO – we are frugal on capital reserves with the budget and we should add to it.
 - Mike Smith – Agrees we do need to increase our capital reserves.
 - Discussion held regarding the electric problems.
 - Maureen Miller – Why don't we fix the roads while the electric is being fixed since they need to dig them up anyway?
 - Bob Personette – we would need to construct a plan to do the roads we can't just do it as it comes up
 - Pam – we would need to budget for such projects. Also, water leaks were emergencies this year; we also need to repair the sewers first so we aren't fined from DEP.
- Vinny D'Eusanio – What is included as part of your lot coverage? Also inquired about what kind of stone you can use for your driveway.
 - Pam – we are still waiting for a rule regarding the lot coverage. Bob DiLorenzo, Zoning Officer said that decks do not count as lot coverage because they are pervious. The twsp.wants to stop people from clearing their lots to reduce the water runoff issues.

MOTION: by Wendy Purdy to pay the bills. **Second:** Mike Smith. All others: in favor.
Motion passed.

Property Owners

- Clarification on Ordinance 67.
- The rule regarding throwing away roofing material at the dump is in reference to throwing away a large portion of roofing material – Not 1 or 2 shingles.
- Lot 1314 inquired about sewerage their lot. – It was stated in the resale packet that the lot could not be sewerage. Maintenance will check one more time.
- Lot 5716 is having an issue with water – a lot of ground water is in the area because they are low lying lots in a swampy area. The sewer needs to be repaired – maintenance needs to let the ground dry a little before the machines can go back there. PO still needs to get estimate done for the air conditioning unit and it can be turned in to the insurance company.
- Lot 2909 inquired about what can be used as a fence. She also has an issue with her neighbor regarding the 2 lots. – The rules and regulations have fencing

regulations in them. Trails End was informed by our attorney that the neighbor dispute is a private matter and we should not get involved.

Rules Enforcement Committee

Bob Personette, Vice President

- There is a grievance meeting today. The next one is going to be held in June.
- We will conclude the 10 on-going issues and after that start fresh with 2011 issues.

Recreation

Maureen Miller

- Wendy Purdy - entertainment is just about set for season – 3 more Fridays need to be filled.
- Needs to get dealers for Casino night and other volunteers for the season.

Bar & Concession

- Most of the summer staff is hired; we are still looking for a part-time cook.
- There are new registers setup at the bar.
- Ordering is done for both concession and bar.
- Mike Smith – Wendy Purdy has stepped down from concession and Marena Bush is now taking her place.

Security

Pam Valenza, Property Manager

- The cable at the gatehouse was disconnected for the season.
- Currently reviewing procedures with guards on how to handle different situations.
- There is 1 guard that only works at the bar.
- There was a gun fired off in April; state police were called in to investigate.
- Each security car is equipped with GPS so where they patrol and how fast they drive can be monitored.
- Security has been working on Land Use violations over the winter.
- 2 Guards were removed for possibly drinking on the job.

Land Use & Development

Iris Altreche and Debbie Shevlin

- Summary of how many violations have been addressed over the winter.
- Artie Deyns asked what the procedure is for abandoned vehicles.
 - Pam stated the standard procedure for the violation.
 - She has found one person that would tow vehicles without a title – Rich Henry said we would have to be sure to make it very clear in the letter that we will tow the vehicle if there is no response and specify time periods.
- PO asked if they are allowed to have permanent awnings placed above their decks.
 - No permanent awnings are allowed.

Swim Team

Karen Fagan

- Trails End was asked to hold the championships. The champs were split up among communities.
- There are 3 home meets and 1 away
- Estimated that about 500 people will be here. We need people for: cooking and parking.
- Mike Smith – What does the association need to do and what is the swim team contributing. Also the swim team needs to coordinate with recreation so we don't have 2 people doing the same thing.
 - The association needs to find a price on an ambulance and the port-o-potties.
 - The swim team is going to do fund raisers to raise money and have parents volunteer for various things.
- Mike Smith –
 - Swim Team checkbook can not leave the office.
 - All coaches need to be paid on the books.
 - Nothing is budgeted so we need to have a plan, coordinate, and get costs for the upcoming events!
- Artie Deyns – Is Trails End going to be holding the champs every year?
 - They are being rotated through the different communities.

OLD BUSINESS

- Workshop is going to be held for quarter dues and the employee policy.
- Mike Smith – Believes we should offer boat storage to POs for a fee during winter months only.

NEW BUSINESS

- A board meeting will be held every month now until November.

The Board went into Executive session.

MOTION: by Arthur Deyns to close the board meeting at 12:45pm. Second: Wendy Purdy **VOTE:** All in favor. *Motion passed.*

Respectfully submitted,

Maegan Herington