**July 18, 2015**

Shohola Falls Trails End Property Owners Association Inc., held a Board of Directors meeting on Saturday July 18th, 2015 in the association office building at 9:00a.m.

**ROLL CALL:**

**Officers Present**

President - Thomas Miller

Vice President - Jo-Ann Pollack

Secretary - Lori Ann Bush

Treasurer - Gerrylynn Haak

**Members Present**

Iris Altreche

Vinny D’Eusanio

Andrew Gleiss

Michele Murphy

Robert Personette

**Others Present**

Richard Henry, Attorney

Maegan Herington, Office Mgr.

Kelly Spinning, Property Mgr.

President Miller called the meeting to order at 9:00a.m. He asked for a motion to approve the June 2015 minutes. **MOTION:** by JoAnn Pollack to approve the minutes from June 2015. **Second:** Lori Bush **VOTE:**  Abstain: Vinny D’Eusanio All others: in favor

**Property Owner Section**

* Lot 4717- where are we with allowing screen porches? Waiting on the tsp. to approve the finalized ordinance. – We will announce it on the website and Happenings (if approved during the season)
* Lot 2508 – handicap ramp at the clubhouse needs to be fixed – we will put a work order in
* Lot 2809 – Do we limit how many guests per lot? – No.
* Lot 2404 – Had questions regarding perminant residency – can not exceed 180 days
* Lot 5910 – Can we give the property owner notice before we disconnect hydrants – no we cannot the office does call that day
* Where can we purchase check valves? Tom Miller – we can buy check valves for water heaters and sell them in the office
* Lot 4105 - There have been many dogs off leash is – contact security at the time of the incident and they will come out
* PO asked if we are getting any more speed bumps? We have spent a lot on new speed bumps this year we are going to put off any new ones for the future

**Property Manager’s Report**

Kelly Spinning, Property Manager –

July Fourth Weekend – Security issued 666 vehicle guest passes with a total of 1655 guests in those vehicles. 155 less guests from last year. 602 individual lots were accessed via barcodes compared to 574 last year.

Security – There were several incidents with a total of 7 citations being issued during the holiday weekend.

- The daughter of a property owner had what was thought to be a seizure in the clubhouse on Friday July 3rd Atlantic Ambulance came on property and left her in her mom’s care. There were several complaints of fireworks being discharged. One citation was issued. Also several noise complaints. A verbal altercation took place in the bar area on the night of July 4th. One of the property owners was banned from the bar with a citation also being issued. The situation is to be discussed during executive session. We have had many complaints of persons banging on the outside of trailers at night. We also had a rock throwing incident which resulted in a property owners trailer window being broken. After an investigation by security the teens were identified from three different lots. Citations were issued. In lieu of paying the fines the teens can complete community service in Trails End.

- There have been numerous bear sightings with in Trails End. As of yet there hasn’t been any serious damages or injuries caused by the bears however the PA Game Commission has been contacted and will set a trap as soon as one becomes available in order to remove it.

Bar – Bar did great! $3496.00 gross income for July 4th weekend which surpassed last year by $1657.00. Going back thru the records over the last 10 years we have never had a more successful July Fourth weekend (including weekends where the bar was open for 3 nights).

- Including all purchases year to date the bar is ahead by $3300.00 compared to this time last year.

Rules Enforcement – We have scheduled 7 grievances for July 25th

Wells - Between July 1st – July 15th the wells pumped an average of 173,559 gallons of water a day compared to the average of 143,000 gallons the same time last year. However, it is still down from the high of 203,000 gallons in July of 2013. Everyone has a copy.

New Shop - The closing on the mortgage took place on July 9th. Trails End received a cashiers check in the amount of $148,419.00. Jo-Ann will report on the status of the building so far.

PA Child Abuse Clearances – We have started the state police clearances for all concerned employees. We will begin the child abuse clearances next week by having the employees come into the office one by one and using an available computer. We have still not been contacted by the FBI with the information we need to begin those clearances. We will continue to try to reach out to them.

Last month I reported on the new sludge removal companies we have reached out to in order to find a cheaper alternative. Earthcare sent us a proposal of $.18 a gallon saving us approximately $3300.00 a year. ABS Septic came in at $.17 a gallon saving us an additional $280.00 a year.

The new recreation storage shed was delivered yesterday at a cost of $3382.00.

The Pig Roast is this afternoon!

**Office Manager’s Report**

Maegan Herington, Office Manager

* We have collected 94% of current year’s dues as of 7/17/15 and 60% of Prior dues as of 6/17/15
* No defaults for the payment plans last month
* Starting to get budget info together for the 2016 budget committee
* Have collected over $30k in payments through paylease
* Letters are going to be sent out to people owing prior dues
* We had one lot sell at Repository Sale which took those prior dues off our records and 1 lot sold at private sale which owed over $3k – those dues were paid at closing

**Legal**

Richard Henry, Attorney –

* Liquor license corrections have been submitted
* Lot 5757- the case v. PNC Bank went to court we are awaiting the final paperwork on the matter

**Treasurer’s Report**

Lori Bush-

* Budget is on target

**MOTION:** by Lori Bush to pay bills. **Second:** Jo-Ann Pollack VOTE**:**  All in favor

**Rules Enforcement**

Bob Personette –

* Meeting will be held next Saturday
* There are 7 lots on the list
* There have been more citations issued but people are paying them as opposed to grieving them
* The meeting is not going to be today due to the pig roast

**Recreation/Entertainment**

* 80s night went well with the decorations - Country western night is  coming up
* Rec Events - Pig Roast is today
* The bartenders this season are doing a great job!
* Zac Brown Band concert at Bethel Woods – it will be a bus trip the end of August

**Sewer**

Bob Personette –

* Discussion held about the new computer system and IOS cards being purchased
* We need to start making a plan for cold-weather conditions (freezing temps)
* We are still looking for a second sewer operator for Clint to train

**Maintenance**

JoAnn Pollack & Andy Gleiss-

* Jo-Ann Pollack:
* Fixing water leaks and hydrants as the season progresses
* The new maintenance building is coming along good
* Eastern Propane came out and checked the building to see where the propane tanks will go
* Clean up weekend will be August 1st and 2nd
  + Sign up in the office
* Andy Gleiss: There have been many compliments on how hard maintenance has been working
* Tom Miller – we will announce when the POs can tour the new maint. Building once we are closer to completion

**Long-range Planning**

* Michele Murphy – we are looking into updating the playground
  + Playground equipment is expensive but we can look for any kind of grants or funding that may be available
* Vinny D’Eusanio – we should move the playground to the original spot and add to it
  + We have been putting “Band-Aids” on the equipment with repairs we need to start making a plan to get new equipment
* The Admin. Office will be paid off in 2 years
  + We should use the money used for our monthly mortgage payment on the office and open up a new building fund for the clubhouse
  + Budget committee will add a budget line to start setting aside money for new building fund after the 2016 budget

**Old Business**

* DEP – the water usage is high but we have had a record number for our occupancy
* **MOTION:** by Gerrylynn Haak to add 200lbs. propane tanks to the rules & regulations. **Second:** Lori Bush **VOTE:**  All in favor

Board went into Executive Session at 10:36am – Regular session resumed at 12:25pm

**New Business**

* Bob Personette – Dog Park we can put it down by the old compactor (the end of tribes by the pan handle on the left)
  + Dogs need to be licensed and vaccinated
  + POs responsible for their own dog
* Concession must remain open during the hours stated in the contract – can not close early unless approved by the board
* Letter to be sent to PO regarding ban due to issue that took place at the bar
  + Ban will be in effect until 1-1-16 at that time the board will review the situation
* Pools – we need a lifeguard at the baby pool on weekends and Adult Swim is to begin again
* Kelly Spinning spoke to Dale about the damage in the lower pool at the steps
  + The pool may have to be drained but we will try to see all options before repair
  + There may be a temporary fix that can be done to get through the season

**MOTION:** by Gerrylynn Haak to close the meeting at 12:45pm. **Second:** JoAnn Pollack **VOTE:**  All in favor

Respectfully submitted,

Maegan Herington