

**June 19, 2010**

Shohola Falls Trails End POA held a Board of Director's meeting at the Administration Office Building at 9:07 AM.

**Roll Call:**

**Officers Present:**

President: Michael Smith

Treasurer: Arthur Deyns

Secretary: Wendy Purdy

**Members Present**

Iris Altreche

Maureen Miller

JoAnn Pollack

Debbie Shevlin

**Officers Absent**

Vice President: Mark Christie

**Members Absent**

Vincent D'Eusanio

Robert Personnette

**Others Present**

Pamela Valenza, Property Manager

Rich Henry, Attorney

President Smith called the meeting to order at 9:07AM. He asked for a Motion to approve the May 2010 minutes.

**Motion:** by Wendy Purdy to approve the May 2010 minutes. **Second:** Debbie Shevlin.

**VOTE:** Abstain: JoAnn Pollack. All others in favor. ***Motion passed.***

**Property Manager's Report**

Pamela Valenza –

- Dues-coming in: 3 lots have been disconnected for defaulting on payment plans for the June 2010 payment. One of those lots then paid in full. 32 payment plans in total– 4 defaulted in total. 31 of the 92 lots disconnected in May 2010 have been reconnected. 26 of those lots were full dues and 5 were partial. There are 71 lots that owe 1 full year and 22 lots that owe 2 years of dues.

- Concession –did very well. Ahead by \$986.00 over last Memorial Day weekend. Bar did \$368.00 less than 2009; but only \$165 less than the past 5-year average.
- Electric projected cost this year is approximately \$310,000.00. We budgeted \$300,000.00. Entered into a contract with Suez Electric to supply electricity for next year. Savings will be approximately \$16,000.00 for 2011.
- Letter to lot 978 was mailed May 18, 2010 notifying him (sex offender) his flyer would be posted throughout Trails End. The offender came into the office and asked if the Board wanted him to not go to the clubhouse, etc. for this year.
- Shohola Fire Department was here Friday 5/21/2010 at night as the heat alarm went off in the Bar. The coolers were throwing off heat. Leaving the exhaust fan and air conditioning on low.
- 96 Fitness Center cards have been issued. We are adding a phone extension into the Fitness Center with local calling for emergency purposes only. A property owner suggested placing a camera in there as well. Getting Prices. Fitness center will now be open Monday to Friday 6AM-5PM & 7PM-11PM. Saturday & Sunday 8AM-5PM. Fitness Center will not be open when Bar is open for safety reasons. Getting quotes on cameras.
- Lot inventory forms – 1449 forms received so far, adding 88 green areas – 1537 lots accounted for. Still need 314 lots.
- Obtaining prices for a Capital Reserve Study as suggested by Bill Owens, Auditor.
- Lot 924 –adjacent owner came to the office and had a check written for the \$200, accepted the deal to clean the entire lot, and forwarded the information to the attorney.
- Well 2 back on line – the total cost came to \$30,000.00 – where to take money from?  
**Motion:** by Michael Smith to pay for Well 2 - \$30,000.00 from 2009 Excess and Balance to Capital reserve. **Second-** Arthur Deyns.  
**VOTE:** All in favor. *Motion passed.*
- Letter from Tammy Wilson of Remax Realty regarding a lot she sold last year – all Board members have a copy. – Have Tammy Wilson come to July 2010 meeting.
- At the May meeting was asked to get prices for remote back up for our computer system. Our tech company will charge \$90 per month; this includes the restoration and having us back up and running within a day if the server ever crashes again. The least expensive quote was from idrive.com for \$19.95 p/month. Does not include the restoration feature. Board agreed to put on hold for now.
- Debbie Shevlin – 911 signs for trailers requested by Shohola Township. Michael Smith to attend Shohola Township meeting on July 8<sup>th</sup>, will find out if mandatory.
- President Smith – Complaints of the smoking ban in the bar –Checked with the attorney and it is PA law that there is no smoking – we are a private club and if we permit smoking than people 18 yrs and younger would not be allowed in the clubhouse. We did have property owners thank us for banning smoking.

## **Legal Report**

Rich Henry, Attorney -

- Decks –presented the ordinance amendment to the Planning Commission. President Smith & Rich Henry attended the meeting at Shohola Township. At the Shohola Township July 8, 2010 meeting the supervisors will vote to advertise for a public hearing on August 12, 2010 to adopt the amendment to Ordinance 67.
- Don Wall is no longer Shohola Township Zoning Officer. Bob DiLorenzo is the new zoning officer for Shohola Township.
- President Smith – asked property owners to please cooperate with Bob DiLorenzo.
- Working on collections with Pam Valenza.
- Has the liquor license renewal; Michael Smith and Arthur Deyns to sign before leaving today.
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## **Property Owner's Time**

- Property Owner- Lot #1008 – bought a non-sewered lot from Tammy Wilson of Remax. Owner wants the lot sewerred and is now told it can't be sewerred by Trails End. President Smith asked if the sales agent could attend the July meeting to get the issue resolved.
- Property Owner - Lot #809 – Oak Lane was washed out severely with the past rainfall.
- Property Owner - complaint about the lot on Shohola Parkway with 3 tarps hanging in the trees. President Smith will talk to Property Owner and have them taken down.
- Property Owner - suggestion of a Dog Park.
- Property Owner- suggestion that Family Night start at 8pm.

## **Recreation Report**

Maureen Miller -

- President Smith asked Maureen Miller for the recreation events to coordinate with Maintenance so there is no overtime. Maureen stated the pig roast ends at 7pm – there will be overtime or maintenance could be scheduled in staggered shifts.
- Community give-back – Maureen would like Trails End to get involved in the local make-a-wish program. Recreation could raise funds and Trails End would match the donation. Board would like Maureen to have a specific wish before agreeing.
- Local Food Pantry – Would like to raise more the local food pantry in Milford. Will raise the price for event tickets plus \$1.00 or a non-perishable food item. Also needs more places to drop canned goods off at.
- Recreation calendars will be ready the first week in July.
- Trails End will have Zumba classes this season taught by a certified instructor.
- Discussion on selling beer at the 4<sup>th</sup> of July BBQ.

## Treasurer's Report

Arthur Deyns

- Accounting line – Out sourcing payroll now, ADP fees are being charged there.
- The long range plan is to move maintenance and compactors off main road and put down by dump, make the front entrance area a free flowing park.
- Maintenance building - waiting on Dale to give drawing of building needed to start the project.
- Dues income – 93% collected
- **Motion:** by Arthur to pay bills for May 2010 **Second:** Debbie Shevlin. **VOTE:** All in favor. *Motion Passed.*

## Old Business

- President Smith – 180 Day Resolution. Discussion. If the same person owns two full dues lots, they cannot be used for more than 180 days.
- **Motion:** by Michael Smith to adopt 180-Day Resolution. **Second:** Wendy Purdy. **Vote:** Abstain: Maureen Miller, Debbie Shevlin, and Iris Altreche. All others in favor. *Motion Passed.*

## New Business

- None.

## Security Report

Pam Valenza -

- For May 2010: 5 citations issued for speeding, 1 citation for unattended fire & 1 citation for a 50 amp breaker being found on lot 2610. (\$500 fine).
- President Smith – needs to convey to the Rules Enforcement Committee – speeding fines cannot be reduced as per the Rules and Regulations.
- Security caught 2 people in the pool at night after the pool was closed. Trespassing citations issued.
- Graffiti in the comfort stations
- Medivac helicopter landed in the ballfield for an accident on Route 6.
- 1 stolen chainsaw reported.
- 1 stolen grill reported.
- Part of new zoning amendment will require all electrical boxes to be checked.

President Smith – Board of Directors Election this year.

Up for re-election: Michael Smith, Debbie Shevlin, Vincent D'Eusanio, Arthur Deyns & Robert Personette.

President Smith asked for volunteers for the Election Committee from the audience.  
None.

Election Committee: Wendy Purdy (Board Secretary) – Chairperson. Committee: Al Rocco, Gerri Lynne Haak & Tom Jahoda.

**Motion:** by President Smith to close meeting. **Second:** Wendy Purdy.  
**VOTE:** All in favor. *Motion Passed 11:40 AM.*  
Meeting changed to Executive.

Respectfully submitted,  
April Morgan