**August 20th, 2016 Minutes**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting at the association office building on Saturday, August 20th, 2016 at 9:00a.m.

**ROLL CALL**

**ROLL CALL:**

**Officers Present**

President - Thomas Miller

Vice President - Jo-Ann Pollack

Secretary - GerryLynn Haak

Treasurer - Lori Ann Bush

**Members Present**

Iris Altreche

Vinny D’Eusanio

Michele Murphy

Robert Personette

**Others Present**Mike Cheblowski, Chief Homeland Security

Richard Henry, Attorney

Maegan Herington, Office Mgr.

Kelly Spinning, Property Mgr.

President Miller called the meeting to order at 9:00a.m. Called for a motion to approve the July 23rd, 2016 minutes:

**MOTION:** by Lori Ann Bush to accept the July 23rd, 2016 minutes. **Second:** Jo-Ann Pollack **Vote:** All in favor

**Property Owners**

* Can we fix Chennango Ct.? Yes. Road issues are being addressed this fall/spring
* Lot 3909 – Why did the trip van get returned early? Can we keep it all season next year?
  + The trip van rental was discussed with the Rec dept. and decided it would go back early August 2016 – this decision was made after all August 2016 trips were cancelled due to lack of participation and we were able to use the money saved to add another bus trip. We will keep the van next year for July/August.
* Can we add Bingo to the weekly Happenings? – Yes.
* Can we put debit/credit card machines at concession and the game room?
  + We will look into this to see what the pros and cons are.
* Lot 629 – Asked if he could put his handrail grips back on the upper pool stair’s railing
  + No, they are a sanitary issue but we can replace with grip tape
  + We are also looking into a handicap chair for 2017 – it would be placed at the upper pool
* Pool Tiles are very dirty, can we clean them? Yes
* The Doo-Whop DJ is having issues with children touching his equipment. – We will put a table barricade around the DJ
* Lighting should be brighter in and out of the clubhouse at night. Maint. will look into fixing this
* Can we get a Bridge table in the clubhouse? Yes, we will order one.

**LEGAL**

Richard Henry, Attorney

* No new legal matters to report at this time

**Security Report**

Chief Mike Cheblowski, Owner Homeland Security

* Reports were made to security that someone is unplugging electric cords – it was said to be kids
* We have written 13 citations since the last report

**Property Manager’s Report**

Kelly Spinning, Property Manager –

* Concession – Surprise inspection was done by the PA Dept. of Agriculture
  + Concession passed the inspection
  + New regulations require private communities to carry a food retail license. We did apply and receive the necessary license and it needs to be renewed annually
* Bar –As of August 18th the bar has grossed over $18k which is better than this time 2015
  + Make a Wish fundraiser (bar only) has collected over $250
* We have had a few power outages – less than last year – some are due to wind/rain.
  + Aug. 15th we lost power across the community as a whole – PP&L stated approx. 27,000 households lost power across due to equipment failure at one of their power substations
* Barcode Scanner – Lightning struck the gate house and barcode system Saturday, Aug 13th, the part for the scanner should be here the Monday before Labor Day Weekend and installed prior to the holiday weekend.
  + Our Insurance Company was also notified and a claim will be filed
* Quote received from Pike County Generac for a generator at the gate house, cost approx. $10k
* Water Usage – the last 4 weeks we are averaging approx. 124k gal/day. 37k a day less than 2016
* Finishing the replacement of the Rec. Building roof. The Game Room side was replaced in 2016 and the Rec. Office / Teen Center will be completed this month – the old shingle roof was replaced with a metal roof
* Sign-up in the office for Bulk Pick-up – it is Saturday & Sunday, 40 lots signed up so far
* 2016 Tax Sales will be Wednesday, Sept. 21st – 41 Trails End Lots are currently up for sale this number is down from 60 in 2015
* Security – 12 citations have been issued since the July meeting. Vandalism was found at the upper pool – dozens of construction / road cones were thrown in the pool
* Concession has grossed over $55k ytd. Wing Night has been a huge success.
* Marathon was August 13th - there were 68 participants and countless volunteers
  + Collected over $1,500 for our Trails End Basketball team
  + Marathon and Basketball T-shirts are for sale in the office

**Office Manager’s Report**

Maegan Herington, Office & Personnel Manager

* As of August 16th, 2016 we have collected 97% of current Dues (2015: 95%)
* As of August 16th, 2016 we have collected 113% of prior dues (2015: 79%)
* Land Company – Sold lot 5501 since last meeting
* Working on the 2017 Budget
  + Budget Meeting - Sunday August 28th at 10am in the office – open to all POs in good standing; sign-up in the office
  + Getting bids/estimates in for some of the projects anticipated for next year
* Hired a part time maintenance employee – he will man the compactor on Saturdays/Sundays during the season and help where needed on other days
* School Real Estate Tax bills came in for all TEPOA and TE Land Co. owned lots – payment will be sent out prior to Sept. 30th
* Credit card machines in the office have collected approx. $15k
* Basketball Season is over; it was a huge success – spoke to Michele about any updates needed at the basketball court - will be discussed at the budget meeting next weekend
* Neil Diamond was rescheduled for tonight and the Comedy Diner and Show will be next weekend – the bartender will be in early next Saturday so we can have an open bar during the diner
* 2017 Dues Raffle collected approx. $3,500 – need approx. $2,600 to cover the winners, anything over that will be donated to the Shohola Fire Dept. Drawing Sunday Sept. 4th
* Trails End POA hats are for sale at the office- $15/hat

**Treasurer’s Report**

Lori Bush, Treasurer –

* Budget is on target

**MOTION:** by GerryLynn Haak to pay the bills. **Second:** Jo-Ann Pollack VOTE**:**  All in favor

**Rules Enforcement Committee**

Bob Personette

* The August meeting will be next Saturday, August 27th
* There are 4 property owners scheduled to attend next week

**Bar**

* Preliminary numbers show approx. $18,000 gross income and $10,000 net – final figures will be ready for the September meeting
* The bar will remain open Saturdays through September and will be open with entertainment Saturday and Sunday of Columbus Day weekend

**Recreation/Entertainment**  
Michele Murphy & GerryLynn Haak

* The comedy show and dinner will be August 27th – the main contact from the group of comedians coming out will be coming in for a meeting
* Chinese Auction is today

**Sewer**

Bob Personette –

* Actuator rod replaced
* The Assistant Sewer Plant Operator has received his books for the next set of tests and is currently preparing for them

**Maintenance**

Jo-Ann Pollack -

* Maintenance has replaced (since last meeting) 6 hydrants, 1 curb box, 51’ of lateral water line and 90’ of sewer lines
* Power outage in the community was due to PP&L

**Land Use & Development**

Iris Altreche & Lori Bush

* Letters sent out to property owners:
  + 4 letters sent to POs’ for their first notification of a violation
  + 0 letters sent to POs’ for their second notice of a violation
  + 7 Lots have contacted us and their violations were put on hold until they come up for the season
  + 8 lots have complied

**Long-Range Planning**Tom Miller, President

* The office mortgage will be paid off in the next year and we are going to start putting the money saved from that toward a new clubhouse
* Sewer/water issues are on the long-term plan to continue fixing them
* Roads are going to be addressed over the next year too – there are many issues due to run-off

10:32am Executive Meeting - Regular Session opened at 4:00pm

**MOTION:** by GerryLynn Haak to close the meeting at 4:15pm. **Second:** Bob Personette VOTE**:**  All in favor

Respectfully submitted,

Maegan Herington