

**September 18<sup>th</sup>, 2021**

Shohola Falls Trails End Property Owners Association held a Board of Directors meeting in the Club House on Saturday, September 18<sup>th</sup>, 2021 at 9:00a.m.

**ROLL CALL:**

**Officers Present**

President – Thomas Miller  
Vice President – JoAnn Pollack  
Treasurer – Vincent D'Eusanio

**Members Present**

Iris Altreche  
Lori-Ann Kinney Bush  
Patricia Carey  
Kevin Dille  
Michele Murphy  
Robert Personette

**Members Excused**

Secretary – GerryLynn Haak

**Others Present**

Mike Cheblowski, Chief Homeland Security

**Others Absent**

Richard Henry, Attorney

President Miller called the meeting to order at 9:06 a.m.

**MOTION:** by Lori Bush-Kinney to accept the minutes from the August Board of Directors meeting with noted corrections included **SECOND:** by Iris Altreche **ABSENT:** GerryLynn Haak **ABSTAINED:** Michele Murphy, Robert Personette and JoAnn Pollack **VOTE:** All others in favor

**Property Owners Time:**

Property Owner commented that there needs to be a better means of communication to provide property owners and guests current information, especially when closings and changes occur with the amenities. Property Owner suggested the Association Office look into providing property owners an email or text with updates to any changes. Another property owner suggested using an email/text alert app for property owners to register with to get notifications. Additionally, the website needs to be updated to be more user friendly. Two different messaging apps were suggested

Property Owner questioned about excessive noise during day time hours that do not fall under the same rules as quiet time. President Miller suggested property owners call security when they experience excessively loud neighbors during day time hours.

## **Manager's Report**

George McCormick, Property Manager

- Staffing issues this year due to staff returning to school and not coming up for the weekends
- The dump schedule has returned to non-summer hours: Wednesday, Saturday and Sunday, 8:30am-3:30pm
- Property Owner requested Recreation look into hosting a golf cart parade next summer. Will readdress in the Spring
- Working with Shohola Township to improve our permit process. President Miller commented that the permit process for Trails End is simple. Go to the office, fill out a permit request, we will review your request and once approved on the Trails End side, then we will refer you to the township to get approval there, if necessary. Once both sides are completed, you are able to get the work done
- Property Owner requested to extend platform by the compactors since it is sometimes difficult to maintain footing when throwing out trash. We will have Maintenance apply grip tape in that area

## **Security**

Chief Mike, Homeland Security

- 2 Speeding violations
- Report of a potential break in. Investigation found pry marks at the entryway but nothing was missing from the trailer
- Access numbers for Labor Day weekend; 2,094 through the bar code side, 629 through by the window with a total of 693 lots accessed. 591 passes were issued
- Security is working with the office to update and track land use violations

## **Legal Report**

Rich Henry (absent)

- President Miller called and was told that there was nothing to report at this time

## **Treasurer's Report**

Vincent D'Eusanio

- 92% of full lot dues collected
- 85% of ¼ lot dues collected
- 91% of 2020 dues collected
- 96% of 2019 dues collected
- Numbers appear the same as prior month but do not reflect that 15 more full dues lots were paid
- Percentage remained virtually the same because more lots were sold
- Land Company CD was reset
- Service truck loan has been paid off, and will be reflected in the FY2022 Budget
- Tax payments were made
- Found 3 additional lots in the inventory. Looking to green one lot do to location near a well
- Concession and the office currently share one Clover account. Need to open a new account in order to split these two to ensure office information does not print out at concession

**MOTION**: by Thomas Miller to authorize an executive board member to open a new account at Wells Fargo in order to separate the Concession and Association Office Clover operations **SECOND**: by Lori Bush-Kinney **ABSENT**: GerryLynn Haak **VOTE**: All others in favor

- The duplicator could be replaced by Topp Business, if needed. Currently, no one in the office knows how to operate the machine. There is a monthly service charge applied for a machine that is not being used. Cheryl Ranaudo commented that duplicator works well for mass mailings, i.e. annual meeting, dues bills and Spring mailings
- FY2022 Budget includes a new line item for the Swim Team office/storage building in Capital Improvement. President Miller explained this Swim Team storage is a shed to be placed just outside of the pool area. Salary, utilities and resources were raised due to services having been increased in the past year. Entry system software expense was added because it was not included with the security system costs before. Sewer mortgage and maintenance loans are still being paid. Funds into capital and CDs. Due to efforts to improve lots and reselling, numbers for prior dues has increased. With the modifications and adjustments ended with an increase of \$20.00 to the yearly dues for FY2022 to equal \$1,670.00 for full lots. For 2 years funds have been set aside for a new trip van, the proposed budget includes another \$10,000 to help fund this purchase for a total of \$30,000
- New trip van needs to be brand new, mid model and cannot be used on salted roads

**MOTION**: by Michele Murphy to approve the projected 2022 budget with a \$20 increase to \$1,670 **SECOND**: by Patty Carey **ABSENT**: GerryLynn Haak **VOTE**: All others in favor

**MOTION**: by Kevin Dille to pay the bills **SECOND**: by JoAnn Pollack **ABSENT**: GerryLynn Haak **VOTE**: All others in favor

### **Rules Enforcement**

Robert Personette

- One Grievance from September was heard. The docket has been cleared

### **Sewer**

Robert Personette

- UV racks will be done closer to winter because the flow will be slower

### **Land Use**

Vincent D'Eusanio

- Property Owner cooperated with prior infractions. The office will send a letter letting them know of their standing regarding misplaced trailer

### **Contracts**

Kevin Dille

- Looking into energy brokers for locking in a rate for our kilowatt usage. The current energy market is making power companies hesitant to set firm rates

Break for Executive Session

## **Concession**

JoAnn Pollack

- As of August 31<sup>st</sup>, the Bar has a profit of \$10,089.20. Concession profit of \$10,580.30
- Concession counter is open for Columbus Weekend, no hot food from the kitchen. Clearance sale on Columbus Weekend

## **Recreation**

Patty Carey

- Total donations from fundraising was \$7,692.50. After subtracting the prizes from the total dues raffle tickets collected, there was \$3,437.50 left for donation. The remaining total from other Recreation event fundraising and raffles (including the birthday board, 50/50, gravel, dunk tank and pie in the face) was \$4,255.

**MOTION**: by Kevin Dille to round up donation to \$5,000 for the Shohola Fire Company **SECOND**: Lori Bush-Kinney **ABSENT**: GerryLynn Haak **VOTE**: All others in favor

**MOTION**: by JoAnn Pollack to round up donations to \$2,000 each for two local food banks and \$1,000 for the stray cat Trap, Neuter & Return program **SECOND**: Robert Personette **ABSENT**: GerryLynn Haak **VOTE**: All others in favor

**MOTION**: by Kevin Dille to round up the donation total to \$500 raised from the Multicultural Event for the Pike County Autistic Support Services **SECOND**: Lori Bush-Kinney **ABSENT**: GerryLynn Haak **VOTE**: All others in favor

Patty Carey stated that the Rules and Regulations were implemented in 2017, which is on the back of the cover page. The front of Rules and Regulations packet from the office lists a date from 2019. We need to confirm the correct date and make sure all copies read the same.

Vincent D'Eusano stated that we need to purchase the next 100 lots for the collection list to send to collection agency.

Patty Carey asked to have contractors list vetted prior to Spring mailing

Patty Carey asked about the status of reserve study companies providing quotes. George McCormick answered that one quote is in and two other companies are scheduled for site inspections prior to providing prices

Cheryl Ranaudo reviewed upcoming Recreation events for Columbus Day Weekend

**MOTION**: by Michele Murphy to close the meeting. **Second**: Lori Bush-Kinney **ABSENT**: : GerryLynn Haak **VOTE**: All others in favor

Meeting adjourned.

Respectfully submitted,

George McCormick

Property Manager