**August 16, 2014**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting at the association building on Saturday August 16, 2014 at 9:00a.m.

**ROLL CALL**

**Officers Present**President - Mike Smith
Vice Pres. - Robert Personette
Secretary - Wendy Glynn
Treasurer - Jo-Ann Pollack

**Members Present**

Iris Altreche

Lori Bush

Gerrylynn Haak

Thomas Miller

**Members Absent**

Vinny D’Eusanio

**Others Present**

Pam Valenza – Property Mgr.

Richard Henry – Attorney

President Smith called the meeting to order at 9:00a.m. Called for a motion to approve the July 2014 minutes:

**MOTION:** by Gerrylynn Haak to accept the July 2014 Minutes.  **Second:**  Lori Bush **VOTE**:

All in favor

**Property Manager’s Report**

Pam Valenza –

* 96% of Current Dues have been collected as of July 31st – collected 95% as of July 2013
* 126% of Prior Dues have been collected as of July 31st – collected 121% as of July 2013
* An additional 3 lot defaulted on individual payment plans for their payment due July 31st
	+ Electric was disconnected & Barcode access revoked
* 5 lots are on payment plans for sewer replacements (Land Co. bills)
* 14 Judgments will be filed – possibly 15 – for lots owing two years’ dues.
* Preparing for the Budget Meeting –
	+ Getting quotes and prices submitted for next year
	+ Budget meeting sign-up info is in the Happenings
* As of August 9th the bar was ahead $4,600 – about the same as last year
* An Ad for the 2015 Concession Lease was placed on the website as well as in the Happenings
	+ All bids must be in by the September board meeting
* 56 lots are up for the 2014 Pike County Tax Sale -57 lots were listed in 2013 and 66 lots in 2012
* Lifeguards made a save at the slide in the lower pool – the guardian was present.
* Have a letter to discuss with the Board from a PO – will discuss in executive session
* The Chapel asked to hold Bible Camp for 1 week next season - Board Approved
* Water usage is making progress – down by approx. 58,000 gal. from this time last year
	+ Pumped 138,000 gal. to date for 2014 – Pumped 196,000 gal. as of this time 2013
	+ All board members have a copy of the water usage
	+ All hydrants need to be off and hoses disconnected during the winter
	+ Wendy Glynn – POs leave the water running in their trailer during the winter so the pipes don’t freeze and it wastes a lot of water
	+ Board will make a Regulation about disconnecting in winter – tabled until next meeting
* Maintenance has replaced (amounts only include 2014):
	+ 431’ of lateral lines, 325’ of water main, 55 hydrants and 5 sewer lines were completed and replaced this season – Maintenance is continuing replacing the old system
* 32 lots participated in Cleanup Weekend
* PO asked if there has been any information about the enclosures being allowed
	+ Pam spoke with Bob DeLorenzo (Twp. Building Officer) – he stated it will hopefully be completed at the September Township Meeting – if not no later than October 9th.
	+ We will post on the website as soon as we have confirmation – if completed prior to the Budget Mailing it will go out in the Budget Letter
* Roads – tar and chipping was postponed due to weather but has begun now and will be done prior to winter – Cost $21,000 – Roads to be done: Aztec from the left on Shohola to the sports complex, in addition to Chickasaw (stopping at Clubhouse Dr.), then from the Stop Sign by the Clubhouse make a left and it will end at Oak.
* All Election ballots have been prepared and mailed out
	+ Counting will be Sept. 6th at 9am – anyone can attend and sign-up in the office to count
* PO requested a block party for 8/23/14 – 7 lots included and PO was informed to unblock road at dusk and no tables/chairs are permitted in the road – Board Approved

**SECURITY**

* 18 Citations issued in July
	+ 4 for speeding violations
	+ 2 car accidents – 1 was a new driver; 1 was in the upper pool parking lot

**LEGAL**

Richard Henry –

* Land Company lot 4121 sold – the closing will be held in the office today
	+ Papers being completed/notarized after the board meeting
* Working on deed backs

**TREASURER’S REPORT**

Jo-Ann Pollack –

* Salary lines for all depts. look high because there were three (3) pay periods in July
* Fixing the fitness equipment is expensive. We should look into leasing.
	+ Pam Valenza – getting quotes sent to us for leasing or purchasing new equipment
* Starting to plan the budget meeting to develop the 2015 Budget – will discuss with Pam and put it in the Happenings for POs to sign-up for the budget committee

**MOTION** by Mike Smith to pay all bills **Second:** Lori Bush **VOTE:** All in favor

**RULES ENFORCEMENT**

Bob Personette –

* A Rules Enforcement Committee meeting will be held today
* 19 Property Owners have appealed their citations this season – many others have been issued this season and being paid without appealing
* Only 9 appealed in 2013
* 5 lots have appointments today

**ENTERTAINMENT**

 Wendy Glynn & Gerrylynn Haak

* Discussion held regarding the Entertainment Schedule
	+ POs requested different DJ’s – The DJ was changed and it was discussed with Gerrylynn Haak and approved. Pam contacted both DJs in ample time to change the schedule.
	+ Any future changes must go through both chair people prior to the change being done

**RECREATION**

* Chinese Auction will be held tonight in the clubhouse
* Pig Roast went well
* Maureen is looking into other options for the Labor Day weekend BBQ
* Recreation is also collecting money for Maggie, the Make-A-Wish child we are sponsoring this season.

**Sewer/Long-range Planning**

* Maint. is fixing leaks as they are reported / found -
* Pam – Spoke to the Prop. Mgr. at Lake Adventure about increasing the electric to 50 amps per lot
* $300-500 per year is added to their dues to go toward the electric upgrade
* Approx. 100 lots per year are changed to 50amps and it may take 15+ yrs. to complete
* POs pay an estimated $300-500/yr. for 15+ yrs. and may not be increased for 15 yrs.
* There is no plan at this time to upgrade our electric – the above information concerns Lake Adventure
* Discussion was held regarding Maintenance dept. and work done in the fall
	+ Pam – Big projects are put off until after the season is over such as: putting new sewers in Land Co. lots we want to sell , as well as lots that need major sewer repairs
	+ Bob Personette – Do maintenance employees have their own specialty or are they general workers? – There are some general/seasonal workers and specialized employees.
* Dale is responsible for Day to Day operations – Large projects are approved by the BOD
* Discussion was held about how the water issues are getting corrected
	+ Pam- There is a systematic way planned for fixing the water or sewer problems but emergencies come up and they must correct the emergent situation first.
* Further discussion held regarding maintenance
* Are the maintenance trucks lettered? Pam- they have magnetic signs - the decals wore off.
	+ Jo-Ann Pollack – the trucks should sign in/out at the gate and record mileage. – Pam, maintenance will start the sign-out sheet at the gatehouse again.
* Wendy Glynn – When does security review the tapes at the compactor? Pam – They review upon incident and when they have a moment at the gate

**Property Owners**

* Lot 4056 – Requested a removable speed bump to be put out during the season on Hopi.
* Lot 3421 – Requested a stop sign be put in at the intersection on Aztec – Will look into it for the 2015 season
* Lots 3909/3910 – Can July and August meetings be held at the clubhouse? – It gets too loud and difficult to hear everyone speak in the clubhouse. The annual meeting will be held there.
* Can we stop people from burning leaves in fire pits?
	+ Tom Miller – It would be very difficult to enforce not being allowed to burn leaves.
* Lot 3441 – Meet the Candidates: POs were upset the ballots will not be handed out at the office
	+ Rich Henry – It violates our By-Laws to hand out ballots; possible fraud and legally it can lead to a corrupt election that can be costly for the community
* PO suggested we change the voting deadlines back to Sept./Oct. so everyone will get mail
	+ Mike Smith – that can be submitted as a By-Law change; anyone can submit a change.
	+ Mike Smith – Auditor suggested board members have criminal/credit checks done

Break to Executive Session at 10:20am

Resume Regular Session at 11:40am

**MOTION** by Tom Miller to authorize the Property Manager to offer a solution to a judgment for lots 5725 & 5726. **Second:** Wendy Glynn **VOTE:** All in favor

**Old Business**

* There will be a By-Law meeting held after the season
* Pam – Pike County accepted the offer for TE to purchase lot 3317 and turn it into a Green Area
* Pam – also have been reaching out to get our fire plan certification and have not heard back from anyone as of yet.
* Rich Henry – The board should review the guest policy and make adjustments
	+ Discussion held regarding the expenses that come with excessive guests i.e. pool, water, electric, cleaning, etc.
* Iris Altreche – Wi-Fi is not working
* Pam – A tech from BRCTV is coming to give an estimate for or the upgrade – received a quote 2 years ago and it was $2-3k. We will have to budget for it for next year.

**MOTION** by Jo-Ann Pollack to close the meeting at 11:58am **Second:** Iris Altreche **VOTE:** All in favor

Respectfully submitted,

Maegan Herington