**September 19th, 2015**

Shohola Falls Trails End Property Owners Association Inc., held a Board of Directors meeting on Saturday September 19th, 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

Andrew Gleiss

Michele Murphy

Robert Personette

**Members Absent**

Vinny D’Eusanio

**Others Present**

Maegan Herington, Office Mgr.

Richard Henry, Attorney

Kelly Spinning, Property Mgr.

President Miller called the meeting to order at 9:00a.m. He asked for a motion to approve the July 2015 minutes. **MOTION:** by Lori Bush to approve the minutes from August 2015. **Second:** Iris Altreche **VOTE:** All others: in favor

**Property Owner Section**

* Lot 1306 – Trailer and Enclosure burned down. Can I build a new enclosure since I had one before the fire? No, new enclosures cannot be constructed yet. We were told the ordinance should be passed in March 2016 but the time line can change, it is out of our control we are waiting on the twp.
* Lot 3212 - More seating next year for Labor Day BBQ? Yes, we are going to look into getting our own tents so we will have more room for seating.
* Lot 1112 – Asked for permission to hold the Vacation Bible Camp next year? Yes.

**Property Manager’s Report**

Kelly Spinning, Property Manager –

* Bar – Labor Day weekend grossed over $4500 compared to $3017 last year.
  + Final figures at the October meeting as to how the bar did for the year. We still have Columbus Day weekend.
  + We will also have finalized figures for the vending income and recreation at the October meeting.
* We collected $1409 for Make-A-Wish.
* Security – There weren’t any major incidents over the Labor Day Weekend. From a security stand point it was very quiet. We had 642 lots accessed over the holiday weekend. That is up 31 lots from last year. We also had 221 more barcode readings than last year. However we had 27 less guest passes issued with 30 less individuals in the guest vehicles.
* The transfer over to M&S Sanitation from Waste Management took place August 31st. Everything has been going smoothly with the new company!
* Tax Sales –Pike County tax sale will be held on Wednesday the 23rd
* Wells – August: the wells pumped a daily average of just over 153k. Since the holiday it dropped to 109k/day. Everyone has a copy of the report in their folders.
* The Annual Meeting will be held at the clubhouse tomorrow at 9:30am.

**Office Manager’s Report**

Maegan Herington, Office Manager

* We have collected 96% of current year’s dues and 79% of Prior dues as of August 13th
* We have received over $12,000 in dues payments through Paylease since the August meeting
* We are changing insurance companies for the employee benefits – we had BCBS and we are changing AETNA
* Maintenance Employee of 21 years, Floyd Quick, retired this month
* Clint – the sewer plant operator – has a new assistant
* Will be hiring for a new head lifeguard for 2016 – we already have someone interested
* Kim will be returning to bartend next year and we will have the bar open weekends in June
* Received the estimate for the sports complex and the walking path
  + Reviewed the bid given by Gifford Paving
* Lot 804 sold for $4,000
* The new administrative assistant, Maria, that was in the office is no longer here
* The POA was reimbursed $17,615 from the maintenance mortgage for stone, sand, etc.
* The budget mailing will be going out in October
* Prior dues letters will be going out next week

**Legal Report**Richard Henry, Attorney

* Lot 130 – Civil Rights Complaint was filed and there is a fact finding hearing scheduled for September 28th, 2015
  + Will be postponing the hearing
  + We submitted all the paperwork needed

**Treasurer’s Report**

Lori Bush-

* Budget is on target

**MOTION:** by Gerrylynn Haak to pay bills. **Second:** Iris Altreche VOTE**:**  All in favor

**Rules Enforcement**

Bob Personette –

* Security wrote more citations this year compared to 2014 season but we have had less meetings
* There will be 5 property owners meeting today

**Bar/Recreation/Entertainment**

* Bar is doing great
* Labor Day Weekend was packed and the property owners seemed to really like the entertainment
* We should do a survey to see if people want more adult nights v. family nights or vice versa

**Sewer**

Bob Personette –

* The new sludge/waste pump was purchased and installed
* New IOS rack was installed
* 2 new IO cards were purchased
* We will try a greenhouse type set up this year to prevent some freezing and see if it helps
* Clint’s assistant will be starting this week

**Maintenance**

JoAnn Pollack & Andy Gleiss-

* Jo-Ann Pollack -
* 8 sewers were done this past month
* The C/O for the new maintenance building should be granted November 1st so they can start using it
* There was a retirement party held for a longtime maint. employee
* Labor Day Weekend went over very well – there were a lot of compliments for the maint. dept. – Pos are very impressed with how clean the Comfort Stations are kept

**Land-Use and Development**

Iris Altreche

* 8 - 1st letters have been sent
* 3 - 2nd letters have been sent
* 2 lots are on hold until they can come up and correct the issues
* 1 lots have been fined
* Land use goes off of the “see something – say something” policy – meaning all property owners can help. If you see something you can report it to the office or security

**By-Law Committee**

* The next Bylaw meeting will be held next weekend in the office
* We had a very good turnout at the last meeting

**Security**

* Tom Miller – 86 citations were written this year compared to 63 last year
* Security is doing great!
* We normally have a lot of reports of vandalism on Labor day weekend but there was not much to report on this year – just one minor incident that was quickly taken care of.

**Old Business**

* Tom Miller – water usage is up: DEP does take in consideration that we are a recreational community and our usage will be up on holiday weekends
  + Maintenance is hunting for new leaks to fix them and working on some they recently found
  + We ideally want to get our water usage down below 100,000 gallons – reports were put in everyone’s folder and reviewed

**Playground Committee**

Michele Murphy

* We are going to look into a grant opportunity that was presented to us – Kelly will be setting up a meeting with the company to come out and see what is available to us
  + If we choose to use the grant we must purchase the new playground equipment by 11/15
* The large pieces for the playground are very expensive

**New Business**

* Reviewed the 2016 Budget – requested a motion to approve the proposed budget

**MOTION:** by Gerrylynn Haak to approve the 2016 budget. **Second:** Lori Bush VOTE**:**  All in favor

* Maintenance is going to start cleaning up lots

10:10am Executive Meeting - Regular Session opened at 11:07

**MOTION:** by Gerrylynn Haak to close the meeting at 12:15pm. **Second:** JoAnn Pollack **VOTE:**  All in favor

Respectfully submitted,

Maegan Herington