

September 17, 2011

Shohola Falls Trails End Property Owners Association held a Board of Directors meeting on Saturday September 17, 2011 in the association office.

ROLL CALL:

Officers Present:

President – Mike Smith
Vice President – Robert Personette
Treasurer – Jo-Ann Pollack
Secretary – Wendy Purdy

Members Present:

Iris Altreche
Vincent D'Eusanio
Arthur Deyns
Maureen Miller
Debbie Shevlin

Members Absent:

Mark Christie

Others Present:

Pam Valenza, Property Manager
Richard Henry, Attorney

President Smith called the meeting to order at 9:08 a.m. Asked for a motion to accept August 2011 minutes.

MOTION: by Artie Deyns to accept the August 2011 minutes. **Second:** Debbie Shevlin
VOTE: Abstain: Wendy Purdy All others: in favor. *Motion passed.*

Property Manager's Report

Pam Valenza, Property Manager

- 97% of current dues have been collected
- There are 29 payment plans – 11 have defaulted. No defaults in September.
- Started sending out Final collection letters to POs that owe back dues before a judgment is put on the property
 - Mike Smith suggested sending out letters from our attorney
 - PO suggested we 'cc: Rich Henry' on the letters

- 68 TE Permits have been issued in 2011
- The township is extending the expiration date on permits to 2013 if the permit was obtained after 2009
- There have been 35 closings in 2011 – not including Deed Backs
- Hurricane Irene – PA declared a state of emergency
 - We posted and informed POs of available shelters in Shohola
 - TE never lost power
 - Clubhouse cannot be used due to the windows – the game room and comfort stations were available.
- Labor Day weekend was good
 - Very little vandalism occurred – there was some spray paint in Comfort Station #2 and at the game room
- Dues raffle netted approx. \$885 – depending on what the board approves today for dues
- Vector reimbursed TE \$3,078.00 for the theft that occurred at the bar and the cost of the polygraph tests
- There have been many complaints about how speeding citations are being issued – procedure was changed and security does go to the lot to issue the citation or leave a copy at the lot
- Mike Smith – The dummy (mannequin) was stolen out of the security vehicle Labor Day weekend
- Shohola Twp. Fire & Rescue donation

MOTION: by Mike Smith to donate \$200.00 to the Shohola Twp. Fire & Rescue.

Second: Wendy Purdy **VOTE:** All others: in favor. *Motion passed.*

- Had to ban a 12 year old from all common areas because he was caught shooting multiple children with a BB gun on multiple nights – the parents were also issued a citation.
- Tax Sale Lots
 - There have been several requests regarding the amounts owed on lots that are going up for tax sale.
 - Mike Smith – we used to collect 50% of the judgment, however; some lots are more valuable than others to leave a set guideline for all lots.
 - Pam Valenza– Due to changes in Act 180 we do not need to have a judgment on a lot in order to collect back dues – we can go back 3 years for collection.
 - Mike Smith – a uniform policy would be difficult to do. We will assess each situation case-by-case. Let POs know the Board will work with them on the amounts owed.

MOTION: by Mike Smith to accept the offer that was submitted for lot 5139 - \$1,000 for back dues, prorated 2011 dues, and full payment for 2012 dues to be paid upfront.

Second: Maureen Miller **VOTE:** All others: in favor. *Motion passed.*

- Maintenance has started blacktopping and they will also be working on the drainage project on Shohola Lane.

- Budget mailing will be going out soon
- Receptionist that was hired in August did not work out – currently conducting interviews

MOTION: by Jo-Ann Pollack to move \$2100.00 from the Swim Team budget line to Pool Salaries for the swim team coaches' salaries. **Second:** Artie Deyns **VOTE:** All others: in favor. ***Motion passed.***

Treasurer's Report

Jo-Ann Pollack, Treasurer

- Reviewed and Discussed the 2012 Budget
 - Pam Valenza– Payroll taxes are different among departments because FUTA taxes the first \$8,000 – summer employees pay a higher tax percentage for the season
 - Mike Smith – Pam has already locked in a low rate for electric for 2012
 - We needed to add a line for TE Radios because the FCC is ordering us to change them
 - The trip van is very old - we are going to look into leasing one for 2012
 - Pool – 5 year plan – the interior of the pool needs to be resurfaced and covers are needed during the winter to maintain that resurfacing
 - New fence around the Kiddie pool
 - Added a contingency fund for emergency purposes
 - Going to get Capital Reserve Study done in 2012
 - 2012 Dues increased 1.5% or \$20.00

MOTION: by Jo-Ann Pollack to accept and present the 2012 budget to the property owners. **Second:** Wendy Purdy **VOTE:** All others: in favor. ***Motion passed.***

- As of Sept. 5th the bar is ahead \$11,250
- Concession is in the red

MOTION: by Debbie Shevlin to pay the bills. **Second:** Maureen Miller **VOTE:** All others: in favor. ***Motion passed.***

- Pam Valenza– we received an email regarding lot 4714 – it is going up for tax sale and they owe \$3,600
 - Mike Smith – Give them the same deal as the previous lot

MOTION: by Mike Smith to accept \$1,000 for back dues, prorated 2011 dues, and 2012 dues paid upfront for lot 4714. **Second:** Maureen Miller **VOTE:** All others: in favor. ***Motion passed.***

NEW BUSINESS

Ryan's Deli of Lords Valley - Mike Spencer & Kim Spencer, Owners:

- Maureen Miller– explained how recreation events are run and how it could involve the concession

- Ryan's Deli currently runs the snack bars for Hemlock Farms and Lake Adventure
- Would hire local people to work
- The hours of operation would depend on the need – normally 7:30am – 7pm- will be open on Friday and Saturday nights till 11pm and through bingo intermission
- Security issues will be worked out – regarding blocking off concession when clubhouse is open and concession is closed
- Offer 'On Account System' – POs can put money down in an account and use the account as opposed to needing cash for every order.
- Pricing is comparable to the current prices
- Owners will be on property often!

MOTION: by Wendy Purdy to accept Ryan's Deli proposal to take over concession for the 2012 season. **Second:** Debbie Shevlin **VOTE:** All others: in favor. **Motion passed.**

Rules Enforcement Committee

Bob Personette-

- Grievance meeting today
- There are a lot of grievances we need to get to – Going to have to go into October
- Committee is no longer doing open voting – they are now casting secret ballots
- Reviewed email regarding changes to fine amounts
 - Mike Smith – we should revisit this proposal in the beginning of next year when we review the rules and regulations for 2012
- Pam Valenza – Suggested a correction to a motion from August regarding the ability to grieve electric violation – We should add: they can go in front of the BOD.
- Vinny D'Eusanio – We have a problem with security that needs to be addressed – they did not compact the garbage Labor Day weekend
 - Mike Smith – we are going to look into manning the compactor to resolve some of the trash problems.

Legal

Richard Henry, Attorney

- Certifying 12 judgments through Magistrate Coopers' office
- Deed back for lots: 417 & 660 are complete and the deeds are recorded
- Lots: 403, 404, 705, 1933, 2117, & 4634 have been turned into green areas and the deeds are recorded
- Filed the complaint for lot 3637
 - Need to answer the counter claim

Property Owners

- Lot 511 – Asked about putting a tarp over her trailer
- The stop sign on the corner of Clubhouse and Shohola should be replaced

- Lot 2703 – Had questions regarding the maintenance building move and where it will be moved to– Mike Smith stated we are still looking at different concerns before moving anything.

Executive Session.

Regular session at 11:43am.

MOTION: by Mike Smith the ban on the child at lot 5124 stays in effect until 12/31/11 – Fine is reduced to \$100.00– the child has to write an apology letter to the property owners. **Second:** Bob Personette **VOTE:** All others: in favor. ***Motion passed.***

MOTION: by Vinny D’Eusanio - to paint the large rock between the pool and the courts with a patriotic theme in memory of Mike Lundwall. **Second:** Artie Deysn **VOTE:** All others: in favor. **Motion passed.**

Recreation

Maureen Miller -

- Halloween tickets are sold out – We had the same problem as last year with the chaperone tickets. We are going to charge for chaperone tickets next year
 - Vinny D’Eusanio suggested we make the kids tickets \$3 and the chaperone tickets \$10 to limit the amount of chaperones
- We have collected \$1,182 for the Make a Wish Foundation
 - The board approved to raise the amount of the donation to \$1,500
- Brought 4 boxes down to the food bank
- The 2012 calendar will be ready next month for review
- Reviewed the income/expense numbers for recreation for the season

OLD BUSINESS

- Mike Smith – got information from security about closed (cargo) trailers on properties – need to see if they are being used as sheds
- Discussion about closed trailers was held

MOTION: by Maureen Miller to close the board meeting at 12:12pm. **Second:** Bob Personette **VOTE:** All in favor. ***Motion passed.***

Respectfully submitted,

Maegan Herington