



SHOHOLA FALLS

Trails End Property Owners Association

190 Shohola Parkway South, PA 18458

Phone: 570-296-8542

Website: www.trailsend.org

Board of Directors Meeting

March 9, 2024

09:00 AM Board Room

Shohola Falls Trails End Property Owner's Association, Inc. held a Board of Directors meeting in the Administration Office Board Room on Saturday, March 9, 2024 at 09:00 A.M.

ROLL CALL

Officers Present:

President – Jo-Ann Pollack

Vice President – Kevin Dille

Treasurer – Lori-Ann Kinney-Bush

Secretary – GerryLynn Haak

Members Present:

Thomas Miller

Iris Altreche

Brian Fitzpatrick

Robert Personette

Michele Murphy

Members Excused:

Patricia Carey

Others Present:

Mike Chlebowski, Homeland Security

Sherry Ranaudo, Property Manager

Arielle A. Johnson, Front Desk Receptionist

President Pollack called the meeting to order at 9:00a.m.

Called for a motion to approve the January 27th, 2024 Minutes.

MOTION: by Brain Fitzpatrick to accept the January 27th, 2024 minutes. SECOND: Kevin Dille, ABSTAINED: Michele Murphy, VOTE: All in favor

Property Owner Time

- Lot #0304 - How does Trails End track property usage if people don't leave the property? Security monitors the community and keeps track of people who are present.
- Lot #0304 – Has a problem with property flooding. Natural springs and rainwater cause unavoidable flooding in the community in certain areas due to land elevations.

Presidents Report – Jo-Ann Pollack (on all Committees)

Committees Assigned:

- Rules Enforcement – Robert Personette, Kevin Dillie, Brian Fitzpatrick (alternate)

- Security – Thomas Miller, Iris Altreche
- Concession/Bar – GerryLynn Haak, Michele Murphy
- Recreation – GerryLynn Haak, Patricia Carey
- Sewer – Robert Personette
- Maintenance – Thomas Miller, Brian Fitzpatrick
- Land Use – Lori-Ann Kinney-Bush, Brian Fitzpatrick
- By-Laws – Patricia Carey, Lori-Ann Kinney-Bush
- Contracts – Kevin Dille, Thomas Miller
- Personnel Policy – Patricia Carey, Kevin Dille
- Entertainment – Michele Murphy, GerryLynn Haak

Office Report - Sherry Ranaudo

- Working on spring mailing
- Golf cart stickers were ordered
- Tested IRIS system, everything is working good
- Posted Spring thaw in effect, limit 10 tons on all roads in Trails End
- Started looking into the Reserve Study
- Tree trimming estimates received
- Roof repair estimates received for the Clubhouse (concession area)
- Seasonal positions posted for all departments hiring, application have started to come in
- Hired one full time seasonal office employee who will be starting shortly
- Personnel policy is being worked on

Security Report – Mike Chlebowski - Homeland Security

- There were some storms that did some damage to sheds, canopies and a few roofs. Security contacted all Property Owners that were impacted.
- 2 stop work orders issued, one for windows and one for a bump out
- Power outage caused by a mainline fuse burned out. Joyce electric came in and repaired.
- Electric box of a PO melted; it was repaired by maintenance.
- Alarms in the sewer plant and clubhouse were having some issues but were resolved.
- A PO's alarm went off and the PSP was on property to investigate.
- Radar guns are to be sent out to be calibrated for the new year.
- 1 bar code deactivated
- Updated perm count report

Legal Report – Richard Henry - Attorney

- Not present at meeting

Treasurer's Report – Lori-Ann Kinney-Bush, Treasurer

- Everything looks good, on budget for the year.
- 50% Dues collected for 2024

MOTION TO PAY BILLS:

MOTION: Thomas Miller

SECOND: Gerry-Lynn Haak

VOTE: All in favor

Rules Enforcement - Bob Personette

- Grievance will begin again late May of this year.

Concession/Kitchen/Bar – GerryLynn Haak

- Bar and Concession are currently closed.

Recreation - Patricia Carey, GerryLynn Haak

- Recreation is currently closed.

Entertainment: Michele Murphy, GerryLynn Haak

- Spring Mailings need to be gone over and dates added for entertainment events.

Sewer - Robert Personette

- Five year Plan – Second System in case of failure.
- Clint is looking into the cost of one pump and one backup for the sewer.
- Everything is working well with Clint taking samples to Scranton.

Maintenance – Thomas Miller, Brian Fitzpatrick

- Maintenance is short staffed.
- Plow trucks will remain in operation until after Spring thaw to ensure that the community can be cleared at a moments notice should it snow during our unpredictable North East March weather.
- Speed bumps will be replaced after spring thaw.
- There have been reports of people speeding down Navajo, so additional speed bumps will be added to this area of the park.
- Additional ads for Maintenance Staff such as a qualified painter and a vehicle mechanic are needed.
- Dump will open for leaves daily starting April 20, 2024.
- Dump containers will be opened for other items when it is manned for the season.
- 14 x 20 Shed for Swim team use would be too small, need to look into getting a 20 x 20 built on the property. 20 x 20 should be within budget. New quotes for 20 x 20 shed will be needed.

Land-Use: Brian Fitzpatrick, Lori-Ann Kinney-Bush

- Currently there are 72 open Land Use violations
- Five more letters were sent out since January's meeting
- No new replies were received this past month

By-Laws – Patricia Carey

- Tabled until April.

Contracts - Kevin Dille

- Tree cutting contracts came in a little high we will continue looking for lower quotes.
- Looking into adopting a different garbage company.
- Check if there is a possibility to get a quote for a contract with a set % over the dump fees.
- Getting quotes for a four-year contract with our current electric contractor to secure a 0.0769 rate for the next four years.

Old Business:

- There are 26 poles available to hang veterans' banners. Need to follow up to see how many orders were received and how many more can be ordered.

New Business:

- April meeting was moved from April 20th 2024 to April 13th 2024.
- Golf Parade will take place 7/13/2024.

NEXT MEETING: April 13th at 9AM in the Board Room. All invited.

MOTION TO CLOSE MEETING:

MOTION: Lori-Ann Kinney-Bush

SECOND: Michele Murphy

VOTE: All in favor

Meeting adjourned @ 12:11pm

Respectfully submitted,

Arielle Johnson

Front Desk Receptionist

Shohola Falls Trails End POA