



SHOHOLA FALLS

*Trails End Property Owners Association*

190 Shohola Parkway South, PA 18458

Phone: 570-296-8542

Website: [www.trailsend.org](http://www.trailsend.org)

Board of Directors Meeting

April 13th, 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, April 13, 2024 at 09:00 A.M.

ROLL CALL

Officers Present:

President – Jo-Ann Pollack

Vice President – Kevin Dille

Treasurer – Lori-Ann Kinney-Bush

Members Present:

Thomas Miller

Iris Altreche

Brian Fitzpatrick

Robert Personette

Michele Murphy

Patricia Carey

Members Excused:

Secretary – GerryLynn Haak

Others Present:

Mike Chlebowski, Homeland Security

Sherry Ranaudo, Property Manager

Arielle A. Johnson, Front Desk Receptionist

Richard Henry, Trails End Attorney

President Pollack called the meeting to order at 9:07a.m.

Called for a motion to approve the March 9<sup>th</sup>, 2024 Minutes.

MOTION: by Brian Fitzpatrick to accept the March 9<sup>th</sup>, 2024 minutes. SECOND: Kevin Dille ABSTAINED: Patricia Carey, VOTE: All in favor

Property Owner Time

- No Property Owners spoke at this time

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

- Land use letters have been going out
- Spring Mailing will be going out
- IRIS system information added to the spring mailing
- Golf cart stickers are in
- New seasonal employee for the office has started
- Spring thaw is now lifted
- Contacted Linder Engineering about Reserve Study, waiting to hear back
- Called Cheap Trees for trimming estimate, waiting to hear back
- Seasonal employee from last year returning to man the dump

#### Security Report – Mike Chlebowski - Homeland Security

- Windy weather knocked down some tree branches
- 3 New Citations
- 1 Break-in caused by personal vendetta
- Upgraded Cameras for Comfort Stations & Dump Area

#### Legal Report – Richard Henry - Attorney

- Nothing to report at this time

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

- Everything looks good, on budget for the year
- 71% Dues collected for 2024
- 87% Dues collected for prior years

#### MOTION TO PAY BILLS:

MOTION: Patricia Carey      SECOND: Brian Fitzpatrick      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 will begin ordering soon
- Have been receiving job applications
- Rob, the Cook is coming back for another year

#### Recreation - Patricia Carey, GerryLynn Haak

- Recreation is currently closed
- Have been receiving job applications

#### Entertainment: Michele Murphy, GerryLynn Haak

- All entertainment is booked and we are ready for the season
- Weather permitting, events will take place outside again this year

#### Sewer - Robert Personette

- Five-year plan, Clint confirmed we have spare pumps for sewer plant.
- We need to look into getting a hot standby computer in event of current system failure.
- 'Factory Talk' is the system we currently use to run the switches and pumps; these are able to be monitored from home and our operator can receive alarms at home. The company who installed it before is no longer available and we will need to find a way to get it again on a new computer.
- Clint suggested that we need a designated 'Clean Water Operator' due to the rising standards of the EPA.
- Clean Water Act – Requires proof of no lead pipes but will not take 'data' as a means to prove it.
- PFAS testing will cost \$2,700.00 per quarter.

#### Maintenance – Thomas Miller, Brian Fitzpatrick

- Maintenance has hired new employees and will continuing hiring.
- Landscaping company was contacted to add flowers, replace a dead tree and to clean up the front of the clubhouse.
- Tents in front of clubhouse will be put up by Memorial Day.
- Starting April 20<sup>th</sup> dump will be open daily for leaves and Saturdays and Sundays for containers.
- Need to replace two stand-up freezers in concession & kitchen. Both are old and parts are no longer available. Property Manager to have maintenance check Home Depot & Lowes to find the best prices and value.

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

- Currently there are 72 open Land Use violations
- 25 first letters were sent out since March's meeting
- 1 Second letter was sent out since March's meeting
- 10 of those letters were regarding something damaged on a lot
- 11 of the letters were regarding permanent windows on screen rooms
- 3 letters for blue tarps
- 1 letter for an abandoned as vehicle
- 7 new replies were received this past month
- 26 more letters need more review before sending

#### By-Laws – Patricia Carey

- Tabled until May.

#### Contracts - Kevin Dille

- Current Electric plan expires December 31<sup>st</sup> 2024.
- New contract January 2025 to December 2028.

#### Old Business:

- There are seven (7) Military Banners made for the poles and we would like to get them up on the poles by Memorial Day. The Brackets for the Banners are \$48 apiece and have a fast-shipping time.
- The Board to order fourteen (14) brackets.

#### New Business:

- Lori Bush – Sunrise cannot hold swim champs this year. Trails end has been asked to host it again.

MOTION TO HOST SWIM CHAMPS THIS YEAR:

MOTION: Thomas Miller

SECOND: Kevin Dille

VOTE: All in favor

NEXT MEETING: May 18th at 9AM in the Board Room. All invited.

MOTION TO CLOSE MEETING:

MOTION: Lori-Ann Kinney-Bush

SECOND: Kevin Dille

VOTE: All in favor

Meeting adjourned @ 1:14pm

Respectfully submitted,

*Arielle Johnson*

Front Desk Receptionist

Shohola Falls Trails End POA