



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**

**October 18, 2025**

**9:00 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, October 18, 2025, at 9:00 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

Michele Murphy

Robert Personette

Brian Fitzpatrick

Patricia Carey

Iris Altreche

**Others Present:**

Mike Chlebowski, Homeland Security

Attorney Richard Henry - Richard B. Henry & Assoc.

Attorney Woodrow Martin – Richard B. Henry & Assoc.

Sherry Ranaudo, Property Manager

Victoria Matassov, Asst. Property Manager

President Pollack called the meeting to order at 9:10 A.M. Called for a motion to approve September 13, 2025, minutes.

**MOTION:** by Brian Fitzpatrick to accept September 2025 minutes

**SECOND:** GerryLynn Haak

**Abstained:** Thomas Miller

**Vote:** All in favor

**Office Report - Sherry Ranaudo – Property Manager**

- Budget mailing went out and we are receiving responses
- Collecting past and current dues
- Halloween Event and Hayride were amazing
- Thank you to everyone for everything this season

### **Security Report – Mike Chlebowski – Chief Homeland Security**

- 32 Incidents
- 28 citations
- 4 written warnings
- 52 land use violations
- Oct 15<sup>th</sup> Hydrants must be disconnected
- Total access for Columbus Day weekend 1,662
- Total guest passes 602

### **Legal Report – Attorney Martin**

- Nothing new to report now
- Has new information for Executive session

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

- September's report shows that 93% of current dues were collected; 96% prior dues collected
- As of September 30<sup>th</sup>, total profit for Concession: \$5,836.47 and Bar: \$11,236.84
- One of our CDs is up for renewal on October 20<sup>th</sup>, looking over CD renewals to see if there are some better rates
- Motion to pay the bills

**MOTION:** by GerryLynn Haak to pay the bills

**SECOND:** Brian Fitzpatrick **VOTE:** All in favor

**MOTION:** by Kevin Dille to move one of our CDs with a .5% rate to a special 7-month rate for 4.02%

**SECOND:** Michele Murphy **VOTE:** All in favor

### **Rules Enforcement – Robert Personette, Kevin Dille**

- Next grievance is Memorial Day weekend 2026
- 10 property owners already scheduled for next year

### **Concession/Kitchen/Bar – GerryLynn Haak, Michele Murphy**

- Closed for the season

**MOTION:** by Kevin Dille to put the liquor license in safekeeping

**SECOND:** Michele Murphy **VOTE:** All in favor

### **Recreation - Patricia Carey, GerryLynn Haak**

Money raised for Donations

- Dues Raffle after paying the winners is \$1,178.25 for the Shohola Fire Dept.
- 50/50 and Gravel is \$2,770 which will be split between 2 food pantries for the Holiday and for an organization that supports helping TE with the cats

**MOTION:** by Thomas Miller to round up the dues raffle to \$1,500 for the Shohola Fire Dept.

**SECOND:** Lori-Ann Kinney-Bush **VOTE:** All in favor

**MOTION:** by Kevin Dille to round up the 50/50 to \$3,000, a \$1,000 each for St. Anns Church Bridgepoint Food Pantry, St. Jacobi Lutheran Church and an organization (TBD) that helps TE with the cats.

**SECOND:** GerryLynn Haak **VOTE:** All in favor

### **Entertainment - Michele Murphy, GerryLynn Haak**

- Booked two bands for next summer (Kartune Band & Ostrich Hat Band)
- Suggested that the office set up a Google Docs account for the BOD/Office to share.

- Getting ready for next season

#### **Sewer - Robert Personette**

- Sewer is in Maintenance mode
- Plant computer & back-up for it are running manually, first back up was yesterday

#### **Maintenance – Thomas Miller, Brian Fitzpatrick**

- Fully Staffed
- All Bath houses are still open for now
- Front is getting cleaned up
- Pulling up the speed bumps
- Preparing plow trucks for the winter season

#### **Land-Use: Brian Fitzpatrick, Patricia Carey**

- A land use meeting was held. We reviewed and updated the procedures and fines. Property owners will be given 30 days to come into compliance. After 30 days a fee of \$25 per day will be incurred until they come into compliance.
- 52 total violations in October, 8 violations being worked on, 44 remaining violations
- Letters will be mailed out for the remaining violations

#### **By-Laws – Patricia Carey, Lori-Ann Kinney-Bush**

- 12 property owners have signed up for the committee already
- Zoom meeting to be scheduled in February

#### **Contracts – Kevin Dille, Thomas Miller**

- Our contract with Casella Waste Management is up for renewal in January 2026. We're looking to get another quote from another company
- We will be having another zoom meeting with PPL upon receiving information from Joyce electric

#### **President Joanne Pollack and Vice President Kevin Dille gave an update on the electricity from the zoom meeting with PPL**

- There are a couple of different options with various costs. We will know more once we send our final application to PPL.
- One option would be to stay with our current shared billing services and Trails End would continue to own and maintain the lines, equipment, etc. within the community. If we went to metered lots, PPL would own and maintain the lines and equipment. All the property owners must agree to this otherwise PPL will not do it.
- Currently we are running 1.2 watts per month for 30 amps. For 50 amps we will need 2.2 watts. PPL stated that we have the capability to upgrade with what we are running currently. The cost discussed would be approx. \$18.00-\$30.00 per meter per lot per month.
- PPL also stated that From the Point of Service Trails End POA will still be responsible if the property owners do not pay the electric bill.
- Application is being submitted to PPL
- Another zoom meeting with PPL will be held upon receiving information from Joyce electric

#### **Property Owner Time:**

- Lot# 1926- The PO brought up again that if we go to 50amps it would cost 8-10 million dollars for the Association and this is too much.
- Lot# 3212 – PO commented that if we go 50 amps people with the older trailers cannot run it. They will have to hire someone or get a box to reduce the power to the trailer.
- Lot# 4528 – PO stated that the electric must be replaced in TE. He also mentioned on Shohola Pkwy there are exposed wires on the main road. The Property manager contacted maintenance.

- Lot# 4540 – PO was concerned that many property owners are not getting the information regarding the budget. PO suggested zoom meetings for the property owners that cannot make it on Saturdays. The board explained that all the information on the budget is available in the office and online. The office mailed out the budget to 1550 property owners and we received only 80 of them back.
- Lot# 3113 – PO suggested to the property owners to read the minutes and come to the meetings, and you will find the information.
- Lot# 3212 – PO was asking the status of the website. The Property Manager shared that our site went out of business. We are in the process of building a new website with the new company (Enter.Net) and it should be up shortly.

Executive Session opened/closed – Regular Session opened.

NEXT MEETING: December 6, 2025, at 10AM in the Board Room all invited to attend.

**MOTION:** by Kevin Dille to close the meeting

**SECOND:** Lori-Ann Kinney-Bush **VOTE:** All in favor

**Meeting adjourned 3:45pm**

Respectfully submitted,  
Victoria Matassov  
Assistant Property Manager