

Summary of Minutes

Pocono Lake Forest Community Association

October 20, 2019

11:00-1:00

111 Country Club Rd-Clubhouse

PMLF2019@GMAIL.COM

WWW.PMLFCOMMUNITY.COM

PLEDGE OF ALLEGIANCE

STATEMENT OF COMPLIANCE

ROLL CALL

John Swift: President-present

Linda White: Treasurer-present

Joe Griger: Vice President-present

Lara Winkler: Secretary-present

Ben Gardner: Director-present

MINUTES

Minutes of meeting September 15, 2019 eligible JS, LW, BG, JG

Motion made by President Swift to waive reading of minutes, seconded by Vice President Griger, all in favor was unanimous.

Motion to adopt minutes was made by treasure White, seconded by Secretary Winkler, all in favor was unanimous.

OLD BUSINIESS

Financial status:

General account current balance is \$81,144 (\$40,000 of this is reserved for snow removal)

Reserve account \$4,476.67

Current status of bills being paid:

- Kathleen Gorman who is maintaining and updating the Tops system. She is charging us by the hr. She is almost done and is doing a remarkable job. We currently owe her \$225.00. She is also teaching us how to use the system.
- Shields Tire Service for repairs on the Montana \$136.24
- Postage for overnight shipping for rush on a closing on property \$25.70
- (3) Med Ed bills: \$37.90, \$39.37, and \$241.35 (we are up to date with Met-ED we paid them all past due amount)

Motion to pay these bill was made by President Swift, seconded by Treasurer White, all in favor was unanimous

Member Mr. Hammond mentioned that it's a good idea to send vendors a 501 receipt. If you give them our tax ID # they will give us a tax break. At least with some of the regular vendors.

- Board agree this is something we will definitely looking into doing this as we get regular vendors set up.

Resale Package:

President Swift states that when property goes to tax sale normally the deed is wiped clean. When property go to foreclosures things are negotiated. They are not as clean and clear as we would hope. No recent closures. We have had a request off Lake Forest who owes \$5,000 I back dues. Another one in gate 3. They will close in about a month or so.

Propane/Winterizing:

President Swift states it's too early to winterize but we should think about whether we are going to keep Propane Company or switch (since the current co will not talked to us, despite the fact that we paid to fill the last tank)

- Member Mr. McNamara states that it's easy to switch companies. He says Heller and Combined Energy are both good companies. The advantage of Combined is that they are local. Also it is important to consider someone who has a service contract. This way if there is ever a problem they will come look at for free.
- Board is going to get 3 bids for Propane that include service plans.

Deck repairs (Due to safety and insurance issues repairs needed)

Member Roman is volunteering his time and expertise to repair the hazardous parts of the deck. (This includes the stairs, stair railings, and a few decking boards)

Motion to authorize to fix deck for no more than \$500 in materials was made by President Swift, seconded by Director Gardner, all in favor was unanimous.

GMM: December 8, 2019

We are looking at new accountant to send the ballots to. Attorney Henry suggested we use William Owens.

Beginning Estimate - Proposed Budget:

Maintenance	\$40,000 (2 part-time)
Insurance	\$25,000
Utilities	\$25,000
Truck	\$15,000
Dime Bank	\$110,000
Roads	\$200,000 (\$40,000 a mile) 5mi/yr
	We have a total of Approximately 27 miles of roads
Total	\$415,000.00

Proposed Budget doesn't include pool, attorney fees etc...It's the *bare necessities*

President Swift states the budget is bare bone and would be around \$850.00 per house (Lot)

Concerns and Questions about budget and who could vote for this were addressed

Pres. Swift explains we are pulling information from the Tops system, but if there is any discrepancy all a member needs to do is show a copy of their canceled check from their bank statement to clarify they paid. Unfortunately if one has paid by cash and has no receipt, there is little we can do about that.

Vice President Griger states we will be setting a day aside for meet and greet candidates.

The board will have access to your account that day if you are unclear of your status.

Board will be attaching at letter with the upcoming newsletter or the ballot to let each property owner aware if they are current or not current on their dues.

Board will looking into having a clarification day where members can come in clear up any confusion on their properties dues.

Whether you paid Floss or the IBOD you can vote. Members were concerned the board wouldn't know who paid. Board answered that cancelled checks or receipts will show you paid.

Member asked how many properties owners we have here in PMLF?

President Swift replied 337 homes, 347 unimproved, 47 unbuildable lots, 11 rental (there are also combined lots which count as a single and adjacent lots – single owners are limited to 3 votes)

Member Mr. Soper lot #564, asked how he could verify that the information we have on his property is accurate. President Swift clarified this for him.

Status of Insurance & Truck Vehicle Registration

Treasurer White states they claim we have insurance Floss testified that they paid for insurance so we have to hope he is telling the truth and paid this.

Member Mr. Cruz mentioned there is a mason truck under 50K miles with a plow and a spreader for sale up the street. Should we consider buying a new/used truck to use or are we able to use the community truck as of today? Director Gardner states there is another in NJ

Treasurer White responds as of now the truck is being repossessed for lack of payment. We have tried to make a payment, but were told only Mr. Anders, Mr. Falcon and Mr. Floss are authorized to this account. The title is in the association's name but only those 3 are authorized to have any transactions with this account.

Pres. Swift states that what the prior board does is block access to paying on these accounts by saying they are the only authorized persons on the accounts.

Treas. White states we owe approx. \$10,000-\$15,000 on truck and it is worth \$25,000

Update on Spreader and/Repairs of Backhoe

Spreader in yard is unrepairable – but may be sold if we can find a buyer.

Mr. Hammond mentioned that there still is that spreader for sale that he had mentioned at a previous meeting.

V. P Griger mentioned that the backhoe has a list of repairs that need to be fixed in order to fill a spreader - necessary since we need this to load the salt in spreader

Snow Removal for 2019-2020 Season

Question and concerns were discussed about confirming a snow contract for the season and having proper equipment.

Mr. Shirley proposed budget was read aloud and questions and concerns were discussed

- Mr. Shirley's trucks are able to hold spreaders if we were to purchase one
- Mr. Shirley has 3 vehicles he will be using to clear gates 1, 2, and 3
- Mr. Shirley's bid: \$80 HR. plus fuel after 3" of snow or as needed. He will provide salt/grit at a discount. He has 3 trucks. The 3rd truck is the follow up truck to clear the intersections.
- Note \$80 per person it's per hour regardless if all three trucks are running.
- The members clapped a round of applause for Mr. Shirley for his help, kindness and for not ripping the community off last year.
- Mr. Shirley stated he could get the Salt/Grit at a discounted rate for PMLF

President Swift made a motion to authorize Mr. Shirley to arrange for a deliver for salt and grit (trixle full), seconded by Secretary Winkler, all in favor was unanimous.

V. P Griger states the backhoe needs a list of repairs.

Member Marc has part that could possibly be used for backhoe

V.P Griger and Member Marc are going to get together and make a list of repairs

Mr. Hammond is going to help with repairs of backhoe with V. P Griger

V.P. Griger is going to coordinate with Mr. Shirley when backhoe is fixed and salt/grit can be delivered

President Swift made a motion to set aside \$2000 (not to exceed) for repairs for backhoe, seconded by Secretary Winkler, all in favor is unanimous.

Motion was made by Treasurer White to approve Jeff Shirley for snow removal for 2019-2020 season, seconded by Secretary Winkler, all in favor was unanimous

Motion was made to approve purchase of Polybox (salt spreader) not to exceed \$5000.00, by President Swift, seconded by Secretary Winkler, all in favor was unanimous.

Member suggested we add reminder to Newsletter when plowing driveways to make sure not to push snow in street.

Committee Reports:

Reports of the roads:

Chair Cruz reports we need more material for gate 3, (probably 3 more loads). He also states Fox is really bad almost beyond patching. They are finishing up patching up Myers and Lake Forest and they will be done for the season.

Member Marc stated he had success with his pothole repairs and he shared info with the board. Secretary Winkler replied she had discussed this with him and her husband and that they would pass the info on to Mr. Cruz.

Member Mrs. Evicmen asked what happened to the quote for Country Club and Jack-Pine from Jagger paving? Mr. Cruz replied Jagger never got back to him.

Member Marc had similar problems with Jagger Paving and had better experience and communication with Warner Paving.

Member states there is a new paving company in the area. Signs off 739

Treasurer White states the board will try to get 3 proposals for future road repairs including Warner's Paving.

Beautification Report:

Chair C. Moran states they are pleased what they have accomplished so far. They just cleaned up the front yard and removed broken, rotten and dangerous fencing, mowed the grass and cleaned the front area more.

They have future plans for when the courts are finalized and when spring comes it's a good time to be outside.

They plan on submitting a proposal to include plans for improvement for the deck and the clubhouse. All of which will be economical, low maintenance and less expensive. She states that they the plan is to be as reasonable as possible and to use the resources we have.

Moran states she is disappointed in the eyesore that gate one has become. There is now graffiti where the dumpster is. We are looking like we live in the slums.

New Business

Court Hearing:

Treasurer White states our witnesses did great. Julie Ecvimen did great on her testimony she testified on prior boards' lack of transparency. H. White testified about seeing the same car of the person who took the box from the window parked at Floss's house. Gail Sweda's video was explicitly clear that they took the computers and only left wires connected to nothing but monitors. Then John finished by tying everything up!

Treasurer states we are waiting for judge to render an order. It should be around 20-30 days. Not clear on the exact time frame. Mr. Henry had 7 days to write a summary and Mr. Anders has 10 days to send in his summary before the judge gives his response.

Public Discussion

Treasurer White asked members if there is any other business that members would like to discuss

- Member Mr. Hammond stated we need to secure the maintenance yard.
Treasurer White replied V.P Griger was to purchase but never did if you would like to go ahead it has already been approved. \$200 for cattle gates 6X6
VP Griger states they are located at the Tractor Trailer supply for that price.
Mr. Hammond replies he will pick up

- Member Mrs. Moran asked if Mr. Devillers is still on oversight committee and if there still is an oversight committee? Treasurer White replied yes, and yes IBOD created the committee it will be a committee unless it is removed by the board.
There are only 3 members still on the committee we need 2 more if anyone is interested.
- Member Mr. Cruz stated we still need a grievance committee. Board stated yes we do. That is something we need to do after the elections.
- Treasurer White brings up topic about security systems and the fact that the insurance company requires it. President Swift found that Knock system has a program system called Simply Safe which doesn't require internet only cell phone service. It has door sensors, motion sensors, and smoke sensors.
- Member Marc asked if we should consider hunting cameras instead if we don't have a good cell signal. He also mentioned contacting AT&T to put up another tower since they never replaced two after the last big storm.
- Discussions on internet and cable were discussed
- President Swift states we should get multiple quotes

Motion to adjourn was made by director Gardner, seconded by Treasurer White, all in favor was unanimous.

Respectfully submitted,

Lara Winkler, Secretary

 (SIGNATURE)

November 17, 2019 (DATE)