

Minutes

POCONO MOUNTAIN LAKE FOREST COMMUNITY ASSOCIATION REGULAR MEETING

August 18, 2019

11:00 am – 111 Country Club Road – Clubhouse
PMLF2019@gmail.com <https://www.pmlfcommunity.com>

STATEMENT OF COMPLIANCE Noted for record

ROLL CALL

John Swift, President - present

Lara Winkler, Secretary - absent

Linda White, Treasurer - present

Ben Gardner, Director - present

Joe Griger, Vice President - absent

MINUTES

Minutes of Meeting of 7/21/19 Eligible: JS, LW, LW, BG, JG

Workshop Minutes of Meeting of 8/3/19 – Eligible: JS, LW, BG, JG

Motion by President Swift to waive reading of minutes, Seconded by Treasurer White – roll call:
unanimous

Motion to adopt minutes made by President Swift, Seconded by Director Gardner - roll call:
unanimous

OLD BUSINESS

Financial Status/budget discussion

Dues collection & past Due – President Swift summarized noting that the IBOD will need to proceed with past due notices, and as soon as TOPS program review finalized and data coordinated, this program will print out the invoices. Mr. Hiorth indicated the normal process is an association can collection two year back dues, and that the clock for these past due notices should be set, and there should be no exceptions. President Swift noted we are in the midst of compiling data from the TOPS program against the tax list for the community and that once all this data is in program, the invoices can be sent. This will be coordinated with budget and ballot mailing. Treasurer White summarized meeting held with expert who taught to several directors what the program can and will do, and feels this is an excellent program since it has ability to run reports, merge documents.

Questions raised and concerns voiced on payment of dues should the court action not be successful and what of others that may have paid other entity and/or paid in cash as to past dues or current dues. Treasurer White assured residents that any judgment made in court will remedy this requiring both parties to coordinate monies received, and reflect that these monies are used solely for community operations.

Discussion evolved to unbuildable lots and the inequality of payment of dues amount on them and whether those that are noted as unbuildable are truly unable to be developed especially since some of these are many years old and legislation has changed that does allow some previously unbuildable lots to be buildable. It was felt these dues should be equal to dues for all lots. President Swift indicated there are approximately 44 lots that are reflected in that category.

Mr. Hammond asked what of the 'green belted' lots and purchase or sale of these lots to adjacent property owners. Concerns voiced as to whether these were lots that were recorded in the county by deed and/or mapping? Mr. Hammond volunteered to investigate this issue and report back to the IBOD with his findings.

Discussions continued on the selling of the association lots to adjacent property owners. President Swift indicated that we cannot be in the real estate business since we are a not for profit corporation. Treasurer White feels this should be investigated since joining of community lots to existing homeowners adjacent lots is not unusual and was done in other lakes and we will continue to leave this open to further discussions.

Payment of bills

Motion made by Treasurer White, seconded by Director Gardner to pay Mr. Henry's invoice dated 8-8-19 current billing of \$3,577.00 Roll call: Unanimous

President Swift explained problems we encountered with many of our vendors refusing to give final accounting of past due amounts, but the IBOD was successful in getting all of the electric bills outstanding paid in full, and that one meter was updated, but we will need an electrician to install another meter required.

Resale packages

President Swift noted we processed one resale and was successful in obtaining the two years back dues on this resale.

Insurance & Truck vehicle registration

President Swift noted he turned in the vehicle plates since we were unsuccessful in getting evidence that the insurances for the community were paid for as stated during last month's court testimony since insurance company will not release information. The law requires that without insurance plates must be returned, so this was done to protect community against any actions from State. Insurance costs will be high based on past late or cancellation of insurances in the past. The truck still has monies due (approximately 10G) which the IBOD has no information on and question if prior administration is paying the monthly loan payment.

Propane Discussion

President Swift indicated we may be looking to get new tanks installed and have existing ones removed since although the IBOD paid last year to get the tank filled and again during the summer, the company will not give invoices to the IBOD based on letters sent by prior attorney to refuse to send invoices for payment to us.

Snow Removal for 2019-2020 Season

Director Gardner is getting proposals for snow plowing in the community and monies will be set aside from dues monies for this. Although last year residents assisted the IBOD in this effort, the safety and welfare of our community is critical so in moving forward the IBOD will set approximately \$40 grand earmarked for this need. Until the proposals come in, it is recognized that additional allocations may be needed.

Ratification for Road improvement for Bus Route Gate 2

The IBOD arranged for this roadway to be fixed at a cost of \$2,500 by Jagger Asphalt to allow the bus to use this roadway for pickup. The work is almost done, and the Board of Education has confirmed that the bus will come in as prior years.

Committee Reports – Roads & Maintenance

Report prepared by Maintenance Committee given to the membership present, and will be posted on website. Maz Cruz, Chair presented this report and discussed it with membership present. Some of the highlights of discussion is that there is a master plan for the entire community being developed (5-year plan), concerns on cost of daylighting of trees which creates concerns for snow/ice over roadways voiced, concerns over clogged culvert pipes or non-existent culverts/swales is one of the major reasons for roads losing the filled gravel. Residents enthusiastically offered various ways and ideas to mitigate this, one of which was to use ice melt in the mixed gravel. The IBOD indicated that until all parameters of costs/expenses are noted, asking Chair Cruz to develop this analysis, we will earmark \$5,000 to offset some of the major areas needing corrective work. Until a comprehensive budget of all costs associated with roadway repairs is compiled, residents will continue to fill in with the gravel given at the three gates. Chair Cruz indicated he does have contact people in each gate working with him. Several other residents volunteered to work on this committee at this time.

Beautification Committee - carried to a future agenda

NEW BUSINESS

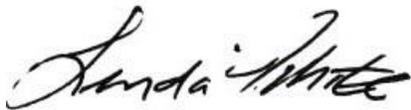
- 1) Election for October GMM October 20th - IBOD will continue to get out the budget/ballots/election information to allow the community to move forward regardless of court outcome.
- 2) Pool Closing/chemicals – Treasurer White indicated that invoices for their services were not paid for last season and cost for this season would be around \$800 just for chemicals. This will not be paid at this time.
- 3) Decking & Stairs for Clubhouse – residents volunteered to do the work of replacing the rotten wood slats. Estimates for how much wood is needed are being developed with costs and will be submitted to the IBOD.
- 4) Gates for Storage Yard – Vice President Griger is coordinating the purchase of two new gates for the storage yard which will be approximately \$200 but will secure the storage yard and will be less unsightly.
- 5) Hold Harmless Agreement – Treasurer White will develop a Hold Harmless Agreement for residents involved in roadway work/volunteering, etc.

- 6) Changing of Locks to Clubhouse – Due to an incident where a locksmith was called in and Mr. Floss, Mr. Anders and an insurance inspector gained access to the clubhouse. Reports were made and new locks installed by the IBOD.
- 7) New Court Date: October 8th @ 10:30AM

President Swift opened meeting to public for any discussions/questions/comments not on agenda or previously discussed. Hearing no further business, meeting adjourned at 1a.m. unanimously in a motion by Director Gardner, Seconded by Treasurer White.

Respectfully submitted,

Linda M. White
Acting Sec/Vice President



_____ (SIGNITURE)

SEPTEMBER 15, 2019 (DATE)