

**POCONO MOUNTAIN WATER FOREST  
250 LAKEWOOD DRIVE  
MILFORD, PA 18337**

**BOARD OF DIRECTORS MONTHLY MEETING  
SUNDAY AUGUST 18, 2013**

**1. Call to Order**

Ted Wetzel, President called to order the regular meeting of the Board of Directors of the Pocono Mountain Water Forest Community Association at 9:08 AM in the Pocono Mountain Water Forest Clubhouse.

**2. Roll Call**

- Cris Connelly
- Mary Lou Corbett
- Bill Frobose
- John Grohl
- Fred Loshen
- Bill McCarthy
- Jane Opfer
- Padraig Lynch
- Ted Wetzel

Absent were:

- David Curiale
- Rob LaMaster
- Mike Manheim
- Bill Smart
- Frank (Skip) Wydner

### **3. Approval of Minutes**

Ted Wetzel called for approval of the minutes from May. Cris Connelly made the motion to approve the minutes. Second by Jane Opfer. All in favor but Pdraig Lynch who abstained. Motion passed.

### **4. Presidents Report**

Ted Wetzel said that he went to court on Monday for the Precision case. The owner of Precision did not show. The court ruled in favor of PMWFCA by default. Precision will have to pay court costs as well. He has a right to appeal within thirty days.

Ted said that regarding the Lalor case, it has been settled for \$1500.

As far as the case on Maple Ridge, if she decides to sue, the insurance company would then handle that, Ted said.

Regarding the lake issues, he said a court date is set for November.

Regarding the boat ramp, Ted said he is just waiting for final approval from Ellen at PCCD.

Ted informed all present that Ruth is leaving the office. They have several applicants, he said. There was some discussion regarding the filling of the position. It was decided that a resident of PMWFCA would not be able to work in the office.

Ted said some decisions need to be made regarding the gate; software for the computer and a camera by the gate needs to be replaced. So there are additional expenses associated with the installation of the gate.

### **5. Treasurers Report**

Cris Connelly distributed the Treasurers report for July and the Treasurer's report for June was available as well. He said a large amount of dues were collected in July. Jane Opfer inquired about accepting credit cards. There was some discussion regarding this possibility. Fred Loshen agreed to research the possible options. Jane also raised a concern about accepting cash payments. There was some discussion regarding this but no definitive decisions were made.

There were some questions regarding the Treasurers report and some further discussion. Pdraig Lynch made the motion to accept the Treasurers Report. Second by Mary Lou Corbett.

### **6. Committee Reports**

## **A) Roads**

Bill Frobose said that \$42,000 and change has been spent so far on the roads. \$80,000 is budgeted, he said. He is planning on resurfacing Laurel Drive, Mountaintop and Maple Ridge with asphalt, patching with min ¾" thickness on good spots and possibly up to 2" on other spots, then resurfacing with asphalt. Bill said Laurel Drive would be roughly \$20,000 from Water Forest Drive to Lakewood Drive with additional funds for culvert pipes. He said the community will share the expense of the culvert pipes with the property owners involved, rather than charging an assessment for the full amount. Wayco priced it at \$43 per linear foot. There are only some property owners involved on Laurel drive. Bill also said that there was a resident with some concerns on Adams Creek Court. He said it is in bad shape also Oak Terrace needs attention he said. Both roads will be getting patching repairs and possibly Blue Spruce Court as well. Bill also said that the work that was done on Water Forest Drive and Fern Drive was compromised by recent heavy rains. He said gravel washed in to the culvert pipes. He did have Jon pull out some of the gravel but a machine will be needed in that area to clean the culverts properly.

## **B) Building**

Ted Wetzel had nothing to report on Building today except that the property owner building next to him did get the porta-john on the property as needed.

## **C) Recreation**

Michael Manheim was absent today. Ted Wetzel said there is nothing new in recreation. Bill Frobose said an event had been discussed but nothing definitive had been planned as of yet.

Bill said the pool will be closing once school starts, opening Labor Day weekend, weather permitting and then closed for the season.

## **D) Maintenance**

Ted Wetzel reported on maintenance. He said Jonny has been covering maintenance. He said there are a few projects that Ted has for him. Bill Frobose and Ted both said they were impressed by the job that our landscaper has been doing. They have also been very reasonably priced, Bill said. He suggested that the community offer the Landscaping Company a three year contract. All of the members present agreed with this proposal.

### **E) Security**

Rob LaMaster was absent. Ted said the situation with the gates needs to be addressed. He said there are additional expenses that were unexpected but need to be spent in order to begin using the gates. One of the cameras at the gate needs to be replaced and the software needs to be installed. There are concrete posts that were installed to protect the gates as well. There was some discussion regarding the gates. All board members present agreed that at this point, it is necessary to spend the money as the gate installation has started.

### **7. Old Business:**

**A) Collections:** Ruth Hadley (Office Secretary) stated that there was a total of \$16,555.47 received from Sunrise Credit to date, she said. Padraig Lynch suggested that collections be designated for the reserve accounts also he suggested if the property that the community has for sale is sold, that that be allocated to reserve funds as well.

**B) AOCA:** Jane Opfer attended the AOCA meeting this month. She said the dam issue was discussed and the Dams being bonded are category one and two. The dam in PMWFCA is not classified as one or two. The other things discussed were recycling. It was suggested that communities provide recycling for their residents. All agreed that for now that is not an option for PMWFCA

**C) Snow Plow Bids:** Ted Wetzel said we did not have any responses for the Snow Plow ad. He did however get a quote from Lloyds Landscaping. Their bid is \$39,000 which breaks down for five months of plowing. Antiskid would be \$85/yard and straight salt would be \$150/yard. Ted said they are looking to buy new equipment to serve PMWF. The bid has an option for a three year contract with no price increase. Plowing would start at two inches of accumulation. The members present agreed to consider this bid if it applied to a six month period rather than five. Ted said he will speak with Doug at Lloyds about that and ask if there are any additional fees involved with the application of antiskid and salt. Mary Lou mentioned that there will need to be a mutual early termination clause included in the contract.

**D) Possible Property Purchase:** Mary Lou Corbett mentioned a situation regarding a property owner that had offered to give his property back previously. The property is unbuildable and some offers had been made by the association previously which had all been rejected by the property owner. There was some discussion about this situation. It could be put in to greenbelt. If that would benefit the community, the Association may take it if the property owner agrees to pay all fees involved. Mary Lou said she will contact the property owner.

## **8. New Business:**

Ted Wetzel brought up payment plans, even those in collections are looking for payment plans after neglecting dues for several years. There was much discussion regarding the collection of dues.

Ruth asked about fees for Gate Cards. The members present agreed that all property owners in good standing are entitled to two cards. After that, all agreed \$10 per extra card is reasonable for members in good standing. Bill Frobose mentioned that every cardholder must present registration for the vehicle being used. As far as commercial vehicles, he said an annual fee of \$300 per year would work. All of the members present agreed.

## **9. Comments/Concerns from Community Members**

A Community member present has been very upset by residents living behind him with a dog barking loudly, consistently and aggressively.

There was a complaint submitted on a home that is in foreclosure. There are mattresses stacked in the back yard of the property.

These issues were discussed and will be addressed.

## **10. Motions**

Jane Opfer made the motion that any property owner whose dues are in arrears for one year without a current payment plan will be referred to the collection agency. Payment Plan must be 10% of balance owed, paid monthly, which includes current year's dues. No finance charges will be applied except if payment arrangement is not kept. If payment arrangement is not kept, finance charges will be retroactive. Second by Bill Frobose. All in favor. Motion passed.

Ted Wetzel made the motion to accept Lloyds Landscaping as the Snow Plow Contractor for three years with the stipulation that each annual service will be cover October 15<sup>th</sup> through April 15<sup>th</sup> at \$39,000 for the year with anti-skid at \$85/yard and straight salt at \$150/yard for material only. Second by Padraig Lynch. All in favor. Motion passed.

Ted Wetzel made a motion that a three year contract be offered to A. Markwalter Landscaping with the same pricing that the community is paying this spring and fall but with the option for a price increase of as much as \$50/month. Second by Jane Opfer. All in favor.

## **11. Adjournment**

Motion to adjourn by Ted Wetzel. Second by Cris Connelly. All in favor. Meeting adjourned at 11:38am.