

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

**BOARD OF DIRECTORS MONTHLY MEETING  
SUNDAY October 20, 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 9:11 AM in the Pocono Mountain Water Forest Clubhouse.

**2. Roll Call**

- Ted Wetzel
- Chris Connelly
- Bill Frobose
- John Grohl
- Fred Loshen
- Bill McCarthy
- Jane Opfer
- Pdraig Lynch
- Mike Manheim

Absent were:

- David Curiale
- Rob LaMaster
- Bill Smart
- Frank (Skip) Wydner
- Mary Lou Corbett

**3. Approval of Minutes**

Ted Wetzel called for approval of the minutes from May. Chris Connelly made the motion to approve the minutes. Second by Pdraig Lynch. All in favor except for Mike Manheim, who abstained. Motion passed.

#### **4. Presidents Report**

Dues Budget Committee formed.

Rules pertaining to non payment of dues, payment plans, gate card rules and letters to residents approved by lawyer.

Court date for lake property to be followed up by Ted with Marshall Anders.

#### **5. Treasurers Report**

Chris Connelly distributed the Treasurers report for September.

Discussion about the Dime CD due to mature October 16<sup>th</sup> and the Wells Fargo CD to mature the beginning of next year.

Discussion about what to with the Dime CD. Dime CD to be put into the Dime Money Market account by Chris.

Discussion about the Gypsy Moth fund. To be discussed further when the Wells Fargo CD comes to maturity.

Discussion about the Dime Checking account.

Reviewed projected expenditures vs. actual budget.

Insurance expenditures to be reviewed by Chris when he gets the insurance summary.

Discussion about Sunrise collections. Accounts waiting to go to legal to be reviewed for proper signatures. Chris to find out about accounts over a year old in collections.

Mike Manheim made a motion to accept the Treasurer's report. Second by Fred Loshen. Motion passed.

#### **6. Committee Reports**

##### **A) Roads**

Bill Frobose reported on the roads.

He stated that \$77,000 has been spent so far on the roads. \$80,000 was budgeted. No other road work to be done until spring.

Discussion about roads to be considered for spring work.

Lines were painted by stop signs and seem to make a difference.

Discussion with resident about patching his road.

##### **B) Maintenance**

Bill Frobose reported on maintenance.

Winterization of the dock and boats is complete.

Discussion about Brian McCarthy to be hired for maintenance and security  
Ted to take care of the valves, and pressure switch for water tank in the  
basement.

Discussion about heat in the guard building and possibility of installing  
insulation in the building. Bill McCarthy to follow up.

Discussion about a Humidistat for basement.

### **C) Recreation**

Mike Manheim reported on recreation.

Vending machines vandalized. Mike repaired ice cream machine.

Discussion about moving ice cream machine inside.

Discussed Truck or Treat. Posted on website.

Discussion about a Holiday Party.

### **D) Building**

Ted Wetzel had nothing to report on Building today.

### **E) Security**

Ted Wetzel reported on Security.

Registration for Security truck taken care of.

More gate cards to be ordered.

Keys for gate control arm on order.

Discussion about automatic raising of gates in case of a power outage.

Discussion about protecting the gate cameras.

Fred Loshen requested volunteers from the Board to man the gates.

Discussion about need for a Security office brought forward by Fred Loshen.

Fred Loshen discussed use of off duty Milford Police for our security. He  
will follow up.

## **7. Old Business:**

### **A) AOCA:**

Jane Opfer reported on AOCA.

The AOCA will meet on November 14, 2013 at the PMWF clubhouse. This  
is an informational meeting and Rep. Rosemary Brown is to be here. Jane  
requested gates to be opened as other communities are invited.

**B) Collections:** Chris Connelly gave report.

The recovery rate of Sunrise was discussed.  
There was also discussion about judgments and liens.

**C) Gate Status/System Link program/more gate cards**

Discussed under Security.

**D) QuickBooks Update**

Jane Opfer gave report.  
QuickBooks Enterprise purchased.  
Fred Loshen and Jane Opfer to look into purchase of a new computer.

**E) Generator**

Ted Wetzel to follow up on bids for generator and generator size needed.

**8. New Business:**

**A) Credit Card Surcharge**

Discussion on percentage to charge for credit card payments.  
Motion to accept 2% charge by Chris Connelly. Second by Bill Frobose. All in favor.

**B) Recommend nomination of Pat Mastrocovi to the BOD**

Motion by Fred Loshen to accept nomination of Pat Mastrocovi to the BOD.  
Second by John Grohl. All in favor.  
Pat to follow up on bank owned homes in the community.

**C) Former Security BOD and board member missing 3 meetings.**

Ted Wetzel to contact board member.  
Ted also to contact board member absent for 3 meetings and in arrears.

## **9. Motions**

Motion to accept Dues Committee letters by Mike Manheim. Second by Fred Loshen. All in favor.

Jane had questions about the second letter and there was discussion about revising the letter slightly.

Motion by Chris Connelly to accept changes to the letter. Second by Fred Loshen. All in favor.

## **10. Comments from Community/Secretary Concerns**

### **A)Additional Gate Cards**

2 gate cards per lot with registration/additional cards to be purchased for \$10 and must have PMWF registration.

No gate cards to be sold to outside vendors.

### **B) Wells Fargo Debit Cards**

Chris Connelly and Jane Opfer to follow up

## **11. Adjournment**

Motion to adjourn by Mike Manheim. Second by Jane Opfer. All in favor.  
Meeting adjourned at 11:49 am.