

POCONO MOUNTAIN WATER FOREST  
250 LAKEWOOD DRIVE  
MILFORD, PA 18337  
BOARD OF DIRECTORS MONTHLY MEETING  
SUNDAY APRIL 13, 2014

**1. Call to order** at 9:05 AM

President Ted Wetzel called to order the regular meeting of the Board of Directors of the Pocono Mountain Water Forest Community Assn. in the PMWF Clubhouse.

**2. Roll Call**

Present:

Bill Smart

Bill McCarthy

Michele Gilpin (came a little late)

MaryLou Corbett

Jane Opfer

Ted Wetzel

Mike Manheim

Chris Connelly

Padraig Lynch

Scot Graf

Fred Loshen

Pat Masticovi

Absent:

Bill Frobose and John Grohl

**3. Approval of the Minutes from February**

Ted Wetzel called for approval of the minutes. No changes –motion to approve by Chris Connolly and 2<sup>nd</sup> by Pat Lynch. All in favor with 2 abstentions, Pat Lynch and Mike Manheim (absent from March meeting)

**4. President's Report**

Ted spoke to Marshal Anders about Lakeview lawsuit. An appeal has been filed and additional information will be submitted. If not heard by Appeals Court decision will stand. If we lose the appeal, the Community can appeal and the case can take up to a year to hear. Ted suggested we advise the lakeview property owners, through Marshal Anders, that they remove anything, such as boats, etc. from Association property. If after 30 days items are not removed they will be the property of the Association. Anyone can use anything on Association property. However, we need to look in our liability for those areas in question. RE: Precision Decision we can pursue it, by a Sheriffs sale or seizing their property. We need to get the deeds to the properties we acquired. Ted contacted the

plumber who installed the well pump find out about the problem with the water. Then an electrician to check into the electric in the clubhouse.

**5. Treasurer's Report:** Chris Connelly presented his budget for 2014-2015 with correct expenditures. Budget will remain the same @ \$775. He provided analysis of funds - cash on hand and deposits made. Loan has been paid off but Money Market account remains open. Report from Feb. from Dime Bank, expenditures were high for Feb. but Feb. report was resubmitted with correct expenditures. Fred has advised that all accounts that needed to be turned over to Collections have been. However, there are some property owners that are on their own plans and should be addressed. Some property owners have pre-paid their dues and will show as a credit. Big expenditures now should be complete. Insurance was not paid in March and we may get billed twice. We are still owed a considerable amount of money for past dues.

Safe Deposit Box has been opened and deeds and vehicle titles were found. Ted suggested we purchase a safe to keep important papers.

Our application for a credit card from Wells Fargo was denied. We will look into having accounts only in Dime Bank. We will look into getting debits cards from Dime connected to our checking account. We will check into possibly getting credit cards from Dime. Line of Credit, need 2 years of tax returns, we don't have 2013 which should be done after 4/15/14 by Myer and Myer. Chris made them aware that we need this info to apply for the LOC. However, A LOC must be paid off with 12 months.

About 50% of the last mailing for missed payment plans have responded.

It was suggested that the LOC be used to update and improve amenities.

Tennis courts and Basketball courts need new posts bids needed. Baseball field needs reseeding and grading. We need to check with our landscaper for a bid. Beach needs new sand from D&S. We would like to keep within a \$10,000-\$12,000 range. Pat M. will look into renting a jackhammer to work on the courts and get a price for cement for footings. Discussion about a wire going from the clubhouse to the gazebo. It will be investigated. Planter at the back gate needs upgrading. We will look for a bid.

Motion to approve Treasurer's Report made by Pat M. and 2<sup>nd</sup> Mike Manheim. All in favor

## **6. Committee Reports**

A. Roads - Bill Frobose absent. Wayco has begun to patch potholes. Unfortunately, we have not been able to stick to our 5 year road plan.

B. Security – Pat advised Dingmans Fire Dept. has not been gotten by Dingmans Fire Dept. yet. Also, the arm may need to be looked at as it is drooping.

C. Recreation – Mike- no Easter Party this year because there have been so many locally but perhaps an early nice summer party.

D. Building – nothing to report

E. Maintenance – nothing to report

## **7. Old Business**

A. Ted will make an appointment to be with the electrician to evaluate the clubhouse electrical problems.

B. the Board does not wish to give Real Estates access to the back gate however, the property owner can purchase an additional gate card and give it to their real estate agent or contractor. Temporary Card for \$50 a year.

Bill McCarthy discussed that there have been broken bottles in the parking lot. He asks that if anyone knows who is guilty that they speak with the offenders.

C. the Newsletter is finished and sent to the Journal for formatting. Jane explained the process for mailing so it can be sent timely. We may have to get them from the mailing company.

D. New tables have been purchased 6-6ft. tables. Jane also requested we purchased a rack for the folding chairs. Some discussion about if the rack would fit thru the doorway. We will continue to investigate and see about purchasing.

**E. INSURANCE** - Scot has contacted 3 agencies: Johnson and Conroy in Port Jervis; Farmers in Dingmans Ferry; and Switch in Milford. All work with Community Assns. He is meeting with the agents and taking them on a tour of the facilities. Milford Agency, our current agency, will also be researching for better rates. July is the cutoff so we would like to have all the info in place to make a decision.

F. Neighborhood Watch had their meeting but no further movement at this time.

## **8. New Business**

A. Office Proposal - Jane advised Rosemary has requested to return to work. Jane proposed work hours for the office for a trial period. A lengthy and loud discussion ensued. It was decided that Rosemary and Brian will each have 12 hours weekly and work together in the office. They will both work together on Quickbooks after the system is corrected. Hours will be Wed., Thurs., Fri., and Sat. 9-1. Chris recounted the salary spending since Dec. thru March to see if we would still be within budget. Motion made by Michele, 2<sup>nd</sup> by Jane. 2 absentions all in favor.

B. Preparation for annual meeting...Ted advised Penny will bake, Michelle offered to bake, coffee, tea, etc. would be provided.

C. AOCA would like to have an information night with Rosemary Brown. We had offered to host it previously and would do it again.

**9. Comments from the Community:** Mrs.Vardaro came to the meeting to ask about her road. She was advised that her road situation would be looked into.

Michelle asked a question for a resident of Section 6 about removing his property from the Association. She was advised that every person in the community would have to approve such a move.

**10. Neighborhood Watch has not gotten off the ground** – per Michelle Giblin.

- 11. Motions:** 1) To have Brian and Rosemary each work 12 hours a week in the office.  
Brian: Wed., Thurs., Fri. and Rosemary: Thurs., Fri., Sat, both 9-1 made by Michele,  
2<sup>nd</sup> by Jane- Vote: 2 abstention, all in favor.
- 2) to purchase a movable rack for the folding chairs made by Jane 2<sup>nd</sup>
- 3) to adjourn made by Michelle 2<sup>nd</sup> Jane O. All in favor