

Sunset Point Association  
Membership Meeting Agenda  
August 31, 2019

**Start of Meeting Procedure**

- Meeting call to order: 10:03am
- Pledge of Allegiance
- Review number of Association members present (Quorum  $\geq$  21 households, 1/3 residence in good standing)
  - 25 households present
- Distribution of Agenda and Budgets
- Previous May meeting minutes were mailed to all Association members
- Welcome!
- Board Introductions
- New Members, Please sign in and update your contact information

**Minutes**

The May 2019 minutes were mailed to Sunset Point Association members. Minutes will no longer be read aloud, but can be discussed after any motion. A few copies of the minutes are available on the back table.

Motion to accept the minutes of the May 2019 meeting: **Jamie Drucker**

Discussion / Approval: **Bob Schweizer seconded; all in favor – aye.**

**Directors' and Committee Reports**

**President's Report – Barry Skoras**

- Reminder: Notify Board with any paving, impacts to right of way, roadway, etc. Contact Rich Hoffman or Barry Skoras. If any questions, please contact us! Also, Palmyra Twp. laws/codes apply.
- Houses up for sale / resale certificates
  - 420 Sunset Forest Drive: Bob & Dina Sauer
  - 335 Sunset Shore Drive – Robert and Laura Liss
  - 101 Antler Ridge Road – Brendon Quinn
  - **Resale Certificate:**
    - \$400 to Association's savings account.
- New association members
- Renters (short term – period of Thirty (30) consecutive calendar days or less) - need to file an application to Palmyra Township, to the county for collecting taxes, and to the state for a license to collect taxes
  - \$400 application fee for Palmyra Township. The Township requires a permit. The county requires quarterly taxes. If you are considering renting, go to [palmyrapike.org/ordinances](http://palmyrapike.org/ordinances) and see short-term rentals.

## Vice President's Report – Bob Schweitzer

- Issues reported to the Board.
- MG TLC will be cutting the weeds back between the entrance near the Boat House and Sunset Forest Drive, as this has become a safety issue.
- Rita Genacarelli: Can MG TLC plow individual driveways?
  - MG TLC will once again do the plowing for the association. You can call them to arrange for your own driveway plowing.
    - Phone: 570-226-5197
    - Website: <http://www.mgtlc.com/>
- Pat Richards: Question about the lump in the middle of some of the speed bumps?
  - Rich Hoffman: we will take care of it in the near future
- Question: Are all the speed bumps necessary?
  - Barry Skoras: Yes, they are. They slow down people coming in from 507.
- As a reminder, please slow down. This is for safety purposes – children playing and people walking on the road. It is also for dust control for those people whose homes are right on the road.

## Treasurer's Report – Don Hortman

- Presentation of the Treasurers reports and costs to date. Present the 2020-2021 budget for approval (under new business).
  - **Insurance Update:**
    - The insurance has been increased to \$3M for each occurrence and \$5M total.
    - Our previous insurance company didn't want to change the policy without restrictions.
    - The new company is the Philadelphia Insurance Company.
    - Don: "Thanks to Barry for his help on this issue.
  - **Trash Removal**
    - \$800/mo. (April – October): pick-up twice a week – Tues/Friday
    - \$25/mo. (rest of year) once a week, and only on an as needed basis
    - You can call County Waste if you have specific needs for special large items.
      - 570-685-7000
  - **Fran Garafalo asked about Dock Lots Expenses**
    - Seeley's takes the docks out.
    - Tree down on DL 3 – ½ the tree is dead and needs to be removed
  - **Debbie Edwards asked about legal fees**
    - Encroachment issues for DL 3 with property owners whose property touches DL 3.
    - Legal fees associated with notification of the property owners will be paid by the association. Legal fees for any License Agreements will be paid by the property owner.
  - **2020-2021 Fiscal Year**

Don Hortman mentioned that the books are now audited once a year and costs \$400/year

    - Motion to Approve the Budget: Debbie Edwards
    - Seconded: Rich Hoffman
    - All in Favor: Aye

## Secretary's Report

- As part of New Business Elections for three Board Positions will be held. (Barry Skoras, Marissa Vennie, Grant Genzlinger
  - All three up for re-election
  - A reminder that when you run, you run for the board and then positions are selected.
- Donations
  - None
- Get well, condolences, etc.

## Standing Committees Report

- Picnic report – August 3<sup>rd</sup> picnic
- Water Company – Marissa Vennie
  - Marissa has been checking the chlorination system regularly: twice/week
  - All tests are good per Farnhan & Associates.
    - Monthly tests.
  - Reminder to test your shutoff valve by turning it off and on a couple times.
  - Rich: Thank you to Marissa. She received training to do this job and is doing an excellent job.
- Road Maintenance to date / Speed bumps / ditches – Rich Hoffman
  - Roads are fine. Speed bumps have been added. If you have any concerns, let the board know.
- Dock Lots Report to date (swim docks removed by end of September) – Rich Sloane
  - Rich Sloane will contact Seeley's for removal of docks.
  - Don Hortman will contact porta-potty company and electric company.
- Number of buoys allowed per dock lot. Identify waitlist.
  - The waiting list remains the same. Board has list.
- Association Maintenance Report to date – Tim Dore
  - Tim: everything is good.

## Old Business

- Insurance update - \$3M each occurrence; \$5M aggregate
  - See Treasurer's report.
- Water update: REMINDER – Private wells should be tested; Test your shutoff valve
- Ballmer Update
  - Attorney Waldron called the attorney in charge of this case. There was no response. It is assumed that there is no change.
- Dock Lot #3 – Survey / Encroachments / next steps
  - We are working with Attorney Waldron who is communicating with the residents whose property touches DL 3. Looking to remove surface encroachments. Plan is to enter license agreement and attorney fees will be reimbursed by homeowners.
- Buoy Policy
- Dumpster update – Larger dumpster - Pickup twice per week through end of October (Tuesday / Friday), on demand till May 1, 2020

- As discussed in budget. Twice a week Apr-Oct. As needed the rest of the year.
- Kayak rack at Dock Lot #1 and Dock Lot #2 – built
  - Thank you to Rich Hoffman, Tim Dore and Mike Genacarelli (and others who helped) for building and bringing this project to our lakefront.
  - If you requested a slip on the kayak rack, please pay for this. If you are no longer interested in a slip, please contact Jamie Drucker to remove your name as there are others interested.

## **New Business**

- Approve the Fiscal year 2020/2021 budget
  - Approved during the Treasurer's report.
- Board elections – There are three positions up for election. Skoras, Vennie, and Grant Genzlinger.
  - Open floor for nominations – none.
    - Motion to re-elect current members: Dick Myers
    - Seconded by Fran Garafalo
    - All in favor: aye
    - All opposed: nay
- Community Boat Dock Update
  - All costs will be assessed to those individuals who wish to have a slip.
  - No fee for non-slip owners.
  - The rules for the dock will be a subset of the by-laws.
  - Fees:
    - Capital improvements
      - Building docks
    - Entry/Removal
  - Grant Genzlinger is working to draft changes to the by-laws, this will be addressed in the 2020 spring meeting.
  - This will increase the property value.
  - Question on how many slips?
    - The maximum is 15-16
    - Slips will only be on one side as the property is not wide enough to be two-sided.
      - Question on why slips on one side:
        - Federal Energy Regulatory Commission (FERC) jurisdiction grants permission
          - FERC is an independent agency that regulates the interstate transmission of natural gas, oil, and electricity. FERC also regulates natural gas and hydropower projects (e.g. Lake Wallenpaupack)
  - We are determining rules for slips: ownership for slip, tied to the house, etc.
  - We are working with Heather Hopkins who works as Wallenpaupack lake manager for Brookfield
  - We will vote on the 2020 Memorial Day meeting
  - Jerri Cox: concerns about water and land littering
    - Jamie Drucker: this will be strictly limited to our community and we have these concerns as well.

- The township has noise ordinances that will be followed, as does the lake (i.e. no sleeping on your boat).
- Barry Skoras mentioned that money for the dock will be held in a different account, because only those that are getting slips will be paying for this.
  - Barry stated that the money for the boat club will be held in a separate bank account. The approvals for the disbursement amounts will be in accordance with the existing association by law.
    - Checks in excess of \$1,000.00 must be signed by the treasurer (Don Hortman) and president (Barry Skoras).
  - The boat club members will hold a separate meeting following the association meeting.
    - It was decided that the boat club would be named Sunset Point Boat Club.

### **Other Business**

- Bob Schweitzer wants to remind the members that if there's a problem, please bring attention to the board so they can address the issue.
- Beth Hoffman: people have removed the township required reflective 911 house numbers during construction. Please make sure these are put back up, as they are needed in case of emergencies.
- Barry Skoras: reminder to pick-up after your pet. Dogs belong on leashes.
- Gwen Pompey: reminder to tell renters the rules of the association.

### **Adjournment / Motion /Seconded / Adjournment Time**

- Motion to Adjourn: Frank Clare
- Seconded: Jamie Drucker
- All in Favor: Aye
- Meeting was adjourned at 11:13am