

Sunset Point Association
Membership Meeting Minutes
May 25, 2024

Start of Meeting Procedure

- Meeting call to order: 10:13am
- Pledge of Allegiance
- Review number of Association members present (Quorum ♦ 21 households, 1/3 residence in good standing) There is a quorum because we have 23 households represented.
- Distribution of Agenda
- Previous September meeting minutes were emailed to all Association members.
- Welcome!
- Board Member Introductions: Barry Skoras, Derek Blatt, Tim Dore, Don Hortman, Jamie Drucker, Grant Genzlinger, Gwen Pompey, and Jim Stoy
- New Members, please sign in and update your contact information

Minutes

The September 2023 minutes were emailed 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.

- Note: changes to drainage (in paragraph 11) - there is a new process and an application for approval.
- Derek motioned to accept, Rich Hoffman seconded, all in favor.

Motion to accept the minutes of the September 2023 meeting
Discussion / Approval

Directors' and Committee Reports

President's Report

- Reminder: Notify Board with any paving, impacts to right of way, roadway, etc. Email sunsetpointassoc@gmail.com. If in question please contact us! Also Palmyra Twp. laws/codes apply.
- Houses up for sale / resale certificates - no houses for sale at this time
- New association members
- Lake Wallenpaupack Community Leader summit - info sharing group
 - o Barry contacted by another association to participate
 - o Barry reported that he has been in touch with this group again and that if there are concerns these can be brought up with the group.

Vice President's Report - Scott (absent from meeting)

- Water System (Dan Farnum water company). Marissa Vennnie tests the water regularly. Formal training to be issued to more people in the event that Marris is not available.
- The hope is to avoid the boil water advisory.
- Scott would also like to announce that the picnic will be held on Saturday, August 3rd Volunteers are needed for beverages, food, set-up, etc.
- Corn-Hole Tournament on the third Friday of June and July - something to get more people involved.
- Issues reported to the Board

Treasurer's Report

- Presentation of the Treasurers reports and costs to date.
- Water Company Report as of April 30, 2024 (attached)
- Association Treasury Report as of April 30, 2024 (attached)
 - Dues were sent by email starting at the end of March
 - Fran Sorrano asked why the interest income is so small, if this could be increased by a different bank. Don stated that this is the bank we do we do business with.
 - Don stated that the Gypsy Moth spraying was done this year, half was paid in April and the other half will be paid on a determined date once they are done spraying.
 - Road Maintenance - \$2500 of this is due to the report done by Kiley Associates
 - Trash Removal: this is our third trash company. It is \$360/mo. and has pickups on Tuesday and Friday.
 - Picnic - Thank you Frank for picking up the beverages for last year's picnic.

Secretary's Report

If you know of anyone not receiving the emails, please have them contact Jamie Drucker.

- Updates to contact information
- Donations
- Get well, condolences, etc. Jim Glendon, husband of Norma Glendon and father of Kathy, passed away in April.

Standing Committees Report

- Picnic – 1st Saturday in August
- Water Company - Scott
 - Boil water advisory fall 2023 – all cleared now. See Vice President's report for additional information, including Additional BOD oversight.
- Road Maintenance to date / Speed bumps / ditches – Jim Stoy
 - The ditches have been cleaned out. There is a wall that is falling near the dumpster (which has been like this for a while), questions about whether it should be replaced. Speed bumps were put in again and built up higher, they will eventually lower. Pothole covering all entrances – discussion of options for fixing.
 - Nancy wants to thank the board for putting up the screen behind the porta-potty. Requests that the right-of-way “driveway” / road down to Dock Lot 1 be cleared and weeds?
 - Dave C. – is there anything that can be done further for dust prevention?
 - Derek replied that a new solution is being tested on the upper road (calcium chloride) and if that holds then the board will order the solution for the whole development
 - Pat asked if we could please spray poison ivy down the whole path coming down to DL 1 from Sunset Forest.
 - The top of the well house was sprayed.
 - Re-grading a portion of Sunset Shore Drive has been completed.
- Dock Lots Report to date
 - Number of buoys allowed per dock lot. Identify waitlist. – Don
 - Two on Dock Lot 1 – Jim & Frank (currently on)
 - Two on Dock Lot 2 – Gwen & Stoy sisters (currently on)
 - Waitlist – Marisa Vennie
- Association Maintenance Report to date – Tim / Derick
 - Just a reminder to go slow when entering the development. We know people come flying into the entrances off of 507. Please alert your guests and/or renters of the speed limit and to be careful of speed bumps. We are not planning to patrol the development at any time to ticket those that speed but please make others aware of the speed limit.
- Storm Water Committee – Gwen
 - Kiley study / walkdown / report
 - Report stated roads in good condition, recommendations in report completed

Old Business

- Insurance update –renews in July
 - Insurance company has suggested that Sunset Point require all homeowners who rent (Short-term and Long-term) add Sunset Point as an additional insured to their Homeowner's policy
 - Fran asked if this applies to everyone. The answer is no this only applies to those who are grandfathered in for short-term rentals and/or long-term rentals. Those who do not rent have no need to add this as they are already covered.
 - Insurance inspection Fall 2023 – two items identified
 - Moss on well house roof - remediated
 - Dock Lot 2 stone path / stone steps – repairs in progress / completed
- Water update: REMINDER – Private wells should be tested; Test your shutoff valve
 - Gwen will be asking for insurance policies to be sure they mention the private wells and the need to test your shutoff valve. All valve caps have been painted blue. Please test your valve to make sure it works. If it doesn't, contact someone on the board ASAP.

- Community boat dock / Dock Lot #3:
 - Physical work to be completed – there was some damage over the winter but this is being fixed. In addition, the area at Dock Lot 3 has been worked on and the picnic area at Dock Lot 3 can be used by anyone in the development. Only Community Dock owners can be on the dock at Dock Lot 3.
 - Fran asked what would happen to everyone else’s insurance if someone slipped and fell on the dock. It was answered that those who are owners of the community dock have their own liability insurance and this does not affect the owners in Sunset Point who are not community dock members.
 - Pat noted that the inspection by Brookfield would be sometime in late June for the community dock.
 - Barry asked if a picnic table could be added at dock lot 3.
- Dumpster update – Pickup twice per week through end of October (Tuesday / Friday), on demand till May 1, 2024, looking at having dumpster pick-up to be twice a week all year as this may cost less than current policy.
- Gypsy Moth spraying – late May/early June this year
- Short Term Rentals – Review Background / Policy
- Website update
 - Jamie stated that we are working to hire someone to update and revamp the website. There are plans to make a “members only” section that can be accessed with a password.
 - Fran questioned paying someone to build the webpage for us. Although last year Fran was unable to assist, she is available this year. Jamie to work with Fran on design.
 - (conversation to continue after the meeting)
- **Gwen – Dock Usage:** Gwen asked that the following information be added to the minutes. Per the by-laws for the association, the following rules must apply to our docks:
 - Boats should not be moored to the docks for any length of time. Drop-offs and pick-ups are fine but you should not moor your boat to the dock and then go to your house or someone else’s for any length of time.
 - Please do not leave your belongings on the dock. This includes towels, floats, chairs, etc. For starters there is no protection for these belongings, second some people assume the dock is being used and they hesitate to move other people’s stuff and lastly sometimes things are left into the night when the wind comes up and throws belongings in the water.
 - Please make sure that when you are pulling in or out of the area, you watch for swimmers.
- Potholes: Jamie asked if any attention was paid to the entrances in reference to the potholes. Barry suggested we talk to John about this. Rich Hoffmann stated that he spoke to Jimmy Gifford (who is a paver) in the past about paving the entrances and Jimmy quoted an estimate of \$5,000/entrance. Options will be looked into to see if we get fixed in-house.

New Business

- Fiscal year 2025/2026 budget to be proposed and voted on at the Labor Day association meeting.
- Board elections – There are three positions up for election during the 2024 Labor Day association meeting. – Don Hortman and Jamie Drucker were elected at the 2021 Labor Day meeting and will be completing the three-year term. Rich Sloane resigned from the BOD and Jim Stoy was approved by the BOD as his successor. Jim Stoy is also up for election. Any volunteers seeking election to the Board of Directors should let the Nominating Committee (Grant Genzlinger (sunsetpointassoc@gmail.com)) know by August 1, 2024. If needed, voting ballots will be prepared.

- o There are some spaces that are up for re-election.
- o As a reminder, you run for the board and then the offices are filled in accordingly.
- o Don Hortman, Jamie Drucker, and Jim Stoy are up for reelection at the next meeting.
- Bylaw changes: BOD will be presenting revised Bylaws at the Labor Day meeting - goal is to remove some of the Rules and Regulations and incorporate into a new document.
 - o Charlie (Pompay) asked if this would be a line-item change? Grant replied that it would be a single document that eliminates some of the repetitive bylaws or laws that don't need to be spelled out in the document. This will be voted on at the Labor Day meeting.
 - o Dave asked if there would be a pre-read for these changes and Barry stated that the new bylaws must be presented 30 days prior to the next meeting.
- Mike (Drucker) asked if there could be a reminder about parking on the roadways and what could be done for repeat offenders. The board reminds all homeowners and their guests that parking on roadways should not be done. There are no plans to ticket anyone or fine anyone, however if the reminder has to be said multiple times to the same person, we will consider them a member not in good standing. Those who are renting must remind their renters that they may only park on the rental property and not of community roads. Violators will be contacted.
- Official Sunset Point email: sunsetpointassoc@gmail.com

Storm Water Report from Kiley Associates

- The reason for the report was to see if there was any advice but also to find out what the price would be to fix roads, ditches/etc.
- The report stated that the association should spend money to improve grading to DL 2 (there is no grant money) so that we can funnel the water to the lake without going onto someone else's property.
 - o In addition, deeper ditches.
 - o Cleaning out ditches - homeowners are responsible for any ditches on their property.

Adjournment/ Motion/Seconded/ Adjournment Time 11:15 AM

Sunset Point Water Company
Account Balances as of April 30, 2024

Checking Account Balance as of Aug. 16, 2023 Budget Report		\$ 5,907.39
Income		
Water Dues	6,900.00	
Interest Income	<u>10.82</u>	
Total Income		6,910.82
Expenses		
Electric	490.27	
Generator	175.00	
Leak Detection	282.00	
Maintenance	24.67	
Propane	768.40	
Real estate tax	7.38	
Transfer to savings	2,500.00	
Water testing	<u>1,566.75</u>	
Total Expenses		\$ 5,814.47
Checking Account Balance as of April 30, 2024		\$ 7,003.74
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Savings Account Balance as of April 30, 2024		\$ 15,774.21

Submitted by Donald Hortman, Treasurer

Sunset Point Association
Account Balances as of April 30, 2024

Checkline Account Balance as of Aug. 15, 2023 Budget Report \$ 28,626.36

Income

Assoc Dues	36,000.00
Buoy Fees	375.00
Interest Income	55.64

Total Income \$ 36,430.64

Expenses

Administration	432.56
Community Dock Expenses	1,423.40
Electric	493.96
Gypsy Moth Spraying	1,722.50
legal Fees	500.00
Mowing leaf Clean up	3,133.60
Picnic	51.25
Road Maintenance	4,574.05
Secretary	50.00
Snow Removal	4,200.00
Transfer to Savings	5,200.00
Trash Removal •	2,229.57

Total Expenses \$ 24,010.89

Checking Account Balance as of April 30, 2024 **\$ 41,046.11**

Balance In Sunset Point Savings Account as of Apr. 30, 2024 • **\$ 23,394.93**

•includes deposit of \$250 for resale certificates and \$1450 for
capital improvement fees and \$5200 transferred from checking

Submitted by Donald Hortman, Treasurer