

Sunset Point Association
Membership Meeting
August 31, 2024

Start of Meeting Procedure

- Meeting Call to Order: 10:18am
- Pledge of Allegiance
- Review number of Association members present, we do have a quorum (Quorum > 22 households).
- Board Introductions: all board members present.
 - Barry Skoras, President , Scott Taylor, Vice President, Don Hortman, Treasurer, Jamie Drucker, Secretary, Derek Blatt, Roads, Tim Dore, Grant Genzlinger Governance, Gwen Pompey, Water, Jim Stoy
- There were no new members present.

Minutes

- Meeting Minutes from Memorial Day meeting was emailed out to everyone. Bruno made motion to accept the minutes of the Memorial Day meeting, Rich Hoffman seconded it. Unanimous.

Director 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: Pat & Lester's house – closing was this past week.
 - Barry would like to thank Gwen & Charlie for all their time and efforts in dealing with the water leak and subsequent problems.
 - Gwen would like to additionally thank Jamie for all her help in communicating to all homeowners.
 - Gwen contacted PA Rural Water Association (this is the Company we retain for water leak detection). She was told they would not be able to perform service for at least a week. As a result, the Board hired a private contractor who was able to perform this service within 24 hours. A large leak was located. The contractor could not determine if the leak was in a lateral line or the main. Contractor recommended shutting the well pump of until repair leak was completed. Gwen contacted two contractors for the repair. The contractor used was able to start repair the day after the leak was found. The leak was found to be in a lateral line. Repairs were completed the same day. Water was turned back on and a Water Boil Advisory was emailed to association members and posted at the 3 bulletin boards in the association. The boil advisory was lifted 8/30. The boil advisory is issued per DEP requirements through Farnham and Associates.

- **Vice-President's Report**

- Barry, Gwen, Marissa, Scott all met with Dan Farnum (prior to the leak). He made recommendations, all of which were fixed.
- Scott wants to thank everyone who participated in making the picnic a success as well as other community events.

- **Treasurer's Report**

- Association Budget for 2025-2026
 1. Don presented the budget and showed where we are for projected expenses for the remainder of this year. Summed up that association dues for the upcoming year would be \$650 for one year to make up for changes in water dues going up.
 - a. Discussion of maintenance costs: Lawn mowing, leaf removal
 - b. Mike Drucker: Can we keep the budget at the same price moving forward so that we continue to build up our savings account? Response by Don: That is up to the association to decide if they want the dues to remain at \$750.
 - c. Barry: Don has built-in increases. Don: \$10,000 for road repairs.
 - d. Gail Smith – Why the increase in the dock lot expenses? Don: We added two more “no wake” buoys”. Derek: We also did some additional stonework near dock lot 2 & 3.
 - e. added that our budgets seem conservative and allow for the savings account to build.
 - f. Mike Gencarelli: How does gypsy moth spraying work? Is it at a recommendation of forestry? Don: The forester visits in March and tells us whether our area needs to be sprayed. Last year, they told us we did not need it. This year, they told us we did, and they did an excellent job of spraying. Next year we will have to wait and see.
 2. Don made a motion to accept the budget as proposed. Cathy Benedetto seconded the motion. Mike Drucker opposed (felt we agreed years ago to keep dues steady at \$750). All others approved.

- **Water Company Budget**

1. This budget is not quite finalized. The association has asked Dan Farnum to monitor our water on a regular basis, taking the responsibility off of the association. When this discussion first took place, we were told it would be \$35/day five days a week and this is the number that is represented in the budget. On Friday, August 30th, the association received the proposal which is now \$45/day for seven days a week. This is more money than we had planned for and therefore this budget is not complete until the association has time to talk to Dan and/or other companies.
 - a. Don: Once we have that amount for certain, a new budget will be sent out, so everyone knows the new dues amount.
 - i. Mike Drucker: Looking at the money for the new pump, how many pumps? Is there a guaranteed warranty? Gwen: As long as it is mechanical, the warranty will cover it.

- ii. Mike: Shouldn't there be some sort of number in the budget for cost of new pump (no invoice yet)? Don: We are adding \$2500 to the savings account. Mike: It will not replace the savings, so should we add more money?
 - a. Barry: We do have nearly \$16,000 in savings.
 - b. Dave Cambell: Will a UV sterilizer work for the pump house (to cut costs)? Charlie: The DEP will not allow that.
 - c. There are two things you can do for your own house:
 - 1. A water filter on the sink in your kitchen.
 - 2. UV filter on the house.
- 2. Dave: I thought we used to report on homeowners that were not in good standing with paying their dues.
 - a. Don: Everyone is in good standing.
- 3. Grant made a motion to accept the proposed budget that includes a dues price of \$430 (Barry noted it could be lower if the price for Dan Farnham to look at our well comes in lower). Rich Hoffman seconded the motion. All in favor. Mike Drucker abstained.
- 4. A thank you from the homeowners to Don for all his work.

- **ADDENDUM TO THE MEETING MINUTES**

- Gwen contacted Farnham and Associates after the 8/31/2024 Association meeting and requested a revision to the water testing / operational control proposal for Sunset Point. Farnham provided a revised proposal. (Farnham reduced the cost per sample for the Chlorine residual testing, and the sampling frequency. The reduced sampling frequency satisfies all regulatory requirements.) Farnham will assume all Operational control (licensed water operations), PA State reporting and regulatory requirements, water sampling, etc for the Sunset Point water system. A contract was signed by Sunset Point and Farnham on 9/16/2024; Farnham and Associates assumed responsibility for operating the sunset Point water system on 9/23/2024.

As discussed at the 8/31/2024 Association meeting, a budget that included dues of \$430/member was passed, based on the original Farnham proposal. Based on the revised Farnham proposal, the water company 2025/2026 budget will \$325/member. A revised budget will be sent along with the meeting minutes.

- **Secretary's Report**

- 1. If you are not receiving updates, please make sure you contact Jamie.
- 2. We made a \$300 donation to the Tafton Fire Company.
- 3. No get well, condolences, etc.
- 4. Fran and Jamie are continuing to work on the new website with a login for a private section.

- **Standing Committee Reports**

- 1. Picnic report – success.

2. Water Company – see new business.
3. Road Maintenance:
 - a. Barry wants to thank Dave Wheeler for his help in fixing the trenches for the picnic two weeks in a row.
 - b. Road Maintenance reports that there will be work done as we move into colder months to clean out the pipes. Reminder you are responsible for anything on your property.
 - i. Bob Smith: There is a layer of silt in the ditches.
 1. Jim Stoy: John Lazorek checks on that (Jim will follow up with him to make sure the ditches are re-graded before winter).
4. Dock Lots
 - a. There will be some additional repairs to Dock Lot 2.
 - b. The fire company used our area for training and blew out one of the pipes with water. The association will work with the boat club to determine what needs to be done at Dock Lot 3.
5. Buoy waiting list (Don). There is only one person, Marisa, and she says she is not ready yet.
6. Association Maintenance Report to date. Derek and Tim report nothing.
- **Old Business**
 1. Insurance update – renewed for 2024/2025. It is going up \$100 more.
 2. Water update: REMINDER – Private wells should be tested. Test your shutoff valve (painted blue).
 3. Dumpster update: Pickup is now year-round (Tuesday/Friday)
- **New Business**
 1. Water update – major leak/boil water advisory August 2024. Since the BOD has the responsibility to provide reliable and safe drinking water to the Association, the BOD has approved Farnham & Associates to be solely responsible for operation of the Sunset Point water system.
 - a. Jamie: Please keep in mind that if you see anything unusual with your water or notice your water pressure is not what it was, please let us know so that we can check.
 2. Fiscal year 2025/2026 budgets to be proposed and approved.
 3. 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 Labor Day meeting in 2021 and will be completing their 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.
 - a. Barry asked if anyone was interested in running. No volunteers.
 - i. Gwen: Please consider volunteering. Many of the board members and some other homeowners have been on the board for many years. We are all volunteers because we want what is best for our community, but we welcome new members.
 - b. Grant motioned to elect the slate of officers. Rich Hoffman seconded. All in favor.
 4. Buoy waiting list (discussed above).
 5. Leaf removal from ditches.
 6. Website update – see Secretary's report.

7. Dock Lot 3/Community Boat Dock Update (Mike)
 - a. Lights have been installed on the docks.
 - b. Brookfield came and did their inspection. Docks are approved.
 - c. Seeley's installed the docks and will take them out at the end of the year.
8. Bylaw changes: BOD will be presenting revised bylaws at the Memorial Day 2025 meeting – goal is to remove some of the Rules and Regulations and incorporate them into a new document.
 - a. Grant: We started working on this but were not able to finish in time for the meeting. The procedure is to review, suggest, review as a BOD, and then send it to legal. We will make it public 30 days prior to the meeting, as required.
9. Official Sunset Point email: sunsetpointassoc@gmail.com

Dave made a motion to adjourn the meeting. Everyone seconded and agreed. The meeting was adjourned at 11:20.

Sunset Point Association
Budget for 2025-2026

Category	Budget Fiscal Year 2023-2024	Actual Fiscal Year 2023-2024	Budget Fiscal Year 2024-2025	Actual Expenses 4/15/24-8/12/24	Projected Expenses 8/13/24-4/14/25	Budget Fiscal Year 2025-2026	Comment
Administration	\$ 800	\$ 485	\$ 800	\$ 23	\$ 777	\$ 800	
Dock Lots	\$ 3,500	\$ 3,491	\$ 3,800	\$ 5,471	\$ 1,000	\$ 4,000	
Donations	\$ 200	\$ 525	\$ 200	\$ -	\$ 300	\$ 300	
Electric Utility	\$ 750	\$ 775	\$ 800	\$ 366	\$ 434	\$ 800	
Gypsy Moth Spray	\$ 3,500	\$ -	\$ 5,000	\$ 3,445	\$ -	\$ 4,000	
Insurance	\$ 4,800	\$ 6,352	\$ 6,500	\$ 6,629	\$ -	\$ 7,000	
Legal Fees	\$ 2,000	\$ 500	\$ 4,000	\$ -	\$ 2,000	\$ 4,000	
Maintenance	\$ 4,500	\$ 4,278	\$ 5,500	\$ 2,437	\$ 3,000	\$ 5,500	Mowing/leaf clean up
Picnic	\$ 350	\$ 240	\$ 300	\$ 58	\$ 300	\$ 350	
Picnic Tables	\$ 2,000	\$ 1,968	\$ -	\$ -	\$ -	\$ -	
Road Repair	\$ 8,000	\$ 14,254	\$ 10,000	\$ 4,739	\$ 5,000	\$ 9,000	
Savings Account Funding	\$ 5,200	\$ 5,200	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	
Secretary	\$ 100	\$ 150	\$ 100	\$ 50	\$ 50	\$ 100	
Snow Plowing	\$ 5,000	\$ 4,200	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	
Trash	\$ 8,500	\$ 4,762	\$ 7,500	\$ 647	\$ 3,353	\$ 5,000	
Totals	\$ 49,200	\$ 47,180	\$ 53,500	\$ 23,865	\$ 25,214	\$ 49,850	
Checking Account Balance						\$ 32,002	
Projected Excess in Checking Account						\$ 6,788	
Revised Budget Needs						\$ 43,062	

Member Dues (rounded)	\$ 650.00
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Savings account balance \$ 23,419 as of 7/31/24

Submitted August 2024
Barry Skoras, President
Don Hortman, Treasurer

Sunset Point Water Company
Budget for 2025-2026

Category	Budget Fiscal Year 2023-2024	Actual Fiscal Year 2023- 2024	Budget Fiscal Year 2024-2025	Actual Expenses 4/15/24- 8/12/24	Projected Expenses 8/13/24- 4/14/25		Budget Fiscal Year 2025-2026	Comment
Electric Utility	\$ 900	\$ 1,028	\$ 800	\$ 304	\$ 596		\$ 900	
Water Testing/Chlorination/Maintenance	\$ 3,000	\$ 2,392	\$ 2,800	\$ 1,742	\$ 5,900	(1)	\$ 11,060	(2)
Taxes	\$ 25	\$ 26	\$ 25	\$ 20	\$ -		\$ 25	
Leak Detection	\$ 400	\$ 268	\$ 400	\$ 282	\$ 118		\$ 400	
Gas Utility	\$ 1,200	\$ 768	\$ 600	\$ -	\$ 800		\$ 800	
Repairs (leaks)	\$ -	\$ 3,651	\$ 2,500	\$ -	\$ 2,500		\$ 2,500	
Contingency for replacement	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	\$ -	(3)	\$ 4,800	
Water Pump Replacement	\$ -	\$ -	\$ -	\$ -	\$ 4,300	(4)	\$ -	
Generator	\$ 150	\$ 175	\$ 165	\$ -	\$ 175		\$ 175	
Administration	\$ -	\$ -	\$ -	\$ 100	\$ -		\$ 100	Harrisburg annual fee
Totals	\$ 8,175	\$ 10,808	\$ 9,790	\$ 2,448	\$ 14,389	(5)	\$ 20,760	

Member Dues	\$ 325.00
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Savings account balance \$ 15,790.00 as of 7/31/24

(1) Farnham contracted water testing begins September 23, 2024

(2) Details for Water Testing/Chlorination/Maintenance Contract

\$ 9,600.00 \$800 monthly fee for chlorine & water testing 3 X per week
 \$ 960.00 \$80/month sample analysis sample analysis
 \$ 500.00 Annual for chemicals
 \$ 11,060.00

(3) Due to the cost of the water testing contract, there won't be money available to transfer \$2500 to savings in 2024-2025

(4) Replaced well water pump in August 2024

(5) 2024-2025 expenses are projected to exceed budget by \$6,994; savings will be used for the shortfall

Submitted Sept. 2024
Barry Skoras, President
Don Hortman, Treasurer