

**Masthope Mountain Community  
Board of Directors Meeting  
August 26<sup>th</sup>, 2017**

Transcriber: Kelli Myers  
Property Owners Lounge

8:33 AM Meeting called to order and Pledge of Allegiance said.

Roll Call: Present –Bruno deVinck, Dan Clark, Foster McCoy, Michele Torre, Eugene Principe, Peter Torchio, Jim Fox, Gerhard Buhler and Richard Neidkowski.

Teleconference: Ed McClary

Absent: James Graziano

Foster asked for approval of the agenda. Agenda approved unanimously.

Foster asked for the Approval of the Minutes from the July 16th, 2017 Board of Directors Meeting.  
The Minutes were approved unanimously.

Treasurer's Report- for period ending July 31st, 2017. Gerhard Buhler-see attached.  
Treasurer's Report was approved unanimously.

Correspondence Report- Dan Clark-Received correspondence from Karen Spano about a dialogue she had with Vincent Romano. The Board will receive copies and it will be addressed at the next Board Meeting. Leatrice Langer asked if the Beautification Committee should be charged with creating a new logo for Masthope. That will be addressed in the Committee Reports. Rose Perrotti's correspondence will be discussed in Old Business. Karen Kilgallen addressed a property owner's correspondence regarding back dues.

Foster called for Committee Reports

- a. Ski & ATV-Sheldon Langer-There is an official ATV training area in Masthope. Two classes have been held to date. There is a nice shady area for parents to sit and watch the class. There were eight students in the first class and 9 in the second class. The News Eagle was on the site and interviewed some of the students and parents. Both the Maintenance Department and Jim Porter were great help in creating this course. Randy explained how Ski Staff attended a lift maintenance conference at Blue Mountain. Ski will begin working on the mountain within the next few weeks. Sheldon added that the Ski Swap is the weekend before Thanksgiving.
- b. Audit-No report.
- c. Strategic Plan-No report.

- d. ECC-Ron Tussel-see attached.
- e. Westcolang Lake Association- Dan Clark-He did not attend the last meeting due to a medical emergency. The next meeting is the 3<sup>rd</sup> Sunday in October. (October 15<sup>th</sup>) Gerhard added that they went over the water quality reports and that the Association has some questions for Aqualink.
- f. Documents-Dan Clark-The final Appeal Committee SOP will be drafted at the September Document Committee Meeting and then presented to the Board for review. The Committee realized that the other Committees will need SOP's to be reviewed also.
- g. Fire Prevention-Jim Fox-There have been no fires. There has been no luck getting in touch with Bill Dehling for the signage.
- h. Beautification-Leatrice Langer-Before Leatrice began, Foster stated how the signs look beautiful that have been put up so far. Leatrice said that the signage project was painful but gratifying. More signs will be completed and posted in the next couple of weeks. Hunt Signs have done a beautiful job. The correspondence that was sent to Dan was regarding the creation of a logo for Masthope. She would like to know if the Committee should pursue this project. There was concern if this project should be a Beautification Committee project or another committee's project. Foster gave the Beautification Committee the green light. Dan answered that he feels that it should be a Strategic Planning Committee project but acknowledging how much the Beautification Committee has accomplished-he feels that they can go ahead and pursue this. The Committee will continue to get more information and drafts of a logo and present it to the Board. The Committee still has not developed a final garden design. Randy answered that will be handled. Leatrice continued that the Committee's 3 main projects were signage, garden design, and water at the four corners. The signage will be over in cost then what was originally presented. Dan explained that Beautification Committee has a \$20,000 budget. Randy added that they are fine with the costs.

President's Report-Dan Clark-No report.

Manager's Report-Randy Schmalzle-see attached.

## **Old Business**

Follow-up List-Michele Torre:

Dan Clark- Ralph Silvestri wanted to know if the complete survey results were published. Dan communicated with Ed and Bruno. Both stated that it was never the intention of the Strategic Planning Committee to publish the entire survey results. Dan will respond to Mr. Silvestri. It was stated that if Mr. Silvestri has any specific questions he could reach out to the Committee.

All other Old Business was covered in Committee Reports or the Manager's Report.

New Business:

1. Approve electronic motion for new pool cover. The Board needs to memorialize the electronic motion.
2. Handbook revisions-There will be revisions to the verbiage of abandoned/unregistered vehicles to read the property owner will be fined for each vehicle. Outside lighting cannot be attached to trees. Michele asked what about properties where an outside light is already attached to a tree? The response was that it could remain until the next owner purchased the house. It would have to be removed at that time of purchase. Peter stated that ECC will be sending out letters to property owners with multiple vehicles unregistered announcing the change. They will have a month to correct the situation. Outside lighting will require permits from the ECC Department. The fine structure was revised by Gerhard. He created an easier 5 tier system. Dan stated that the Document Committee approved Gerhard's revisions to the fine structure. The Board needs to review and approve these changes before revisions can be made to the Property Owners Handbook. Foster acknowledges that Gerhard is a very productive Board Member. Jim Fox agrees.
3. The camper/trailer correspondence from Rose Perrotti will be addressed after discussion about the audit report.
4. The audit report for fiscal year 2016-2017 needs to be reviewed and approved by the Board. Bill Owens is the independent auditor and does this report on an annual basis. There were two issues in his report, that are always reported every year. We accept cash for transactions at the POC Office which the Auditor would like to see limited. Masthope does not follow FDIC recommendations by keeping operating funds concentrated in accounts above the FDIC insured limits.
5. Michele read Rose's correspondence. Michele explains that there has been a lot of correspondence between Masthope and Attorney Alan Young. Alan has advised the Board to follow the lesser restrictive Covenants of Masthope. The Board needs to follow the legal advice that they have been given. Michele acknowledged an email sent to all of the Board Members from James. In his email, he suggests that Masthope issue variances for trailers used for watercraft since we are a boating community. Not issue variances for campers. Michele further added that the word trailer is the problem in the Covenants. Randy read from the Covenants page 27-28. See attached. Peter stated that he has been on the ECC for seven years and they have allowed the property owners to park their trailered watercraft in front of their property during the summer season. Randy continued that the dilemma is that the Covenants groups everything together. The items should be treated separately. Discussion ensued. Randy suggests that some or all the Board meet with Alan to get closure on this issue. Cars parking on the side of the road is another side issue. In the summer months, we are less aggressive enforcing this rule. Randy asks the Board; how aggressive do you want Public Safety to be with this. Gerhard suggests that the property who may need roadside parking to let public safety and the office know in advance. Bruno added that on occasion, people may spontaneously get together and on road parking may be needed. Bruno feels that it is a common-sense situation. Jim added that some cars are parked on the road on a regular basis. Michele agreed with Jim. There are regular offenders. The Board decided to stay with status quo, common- sense basis.
6. Pool rules discussion-Michele addressed the audience to let them know that the Board of Directors is very aware of the concerns at the pool. This has been an ongoing topic of discussion the past two years. People have commented on the condition of the pool and the enforcement of the pool rules. We have been trying to correct the many struggles that we have been facing. Management has been very

involved trying to remedy the problems. Staffing is the biggest problem. We have teenagers trying to enforce the rules, and some grown adults have issues listening to kids trying to enforce the rules. Pool staffing has become a universal problem this year. Randy furthered this point. He said that we do not have the proper staff in place. We had a public safety officer in the pool all day watching for rule violations. It is not feasible to have an officer at the pool all day, every day. We have worked hard to fix these problems. We need to change our staffing and another part of the problem is community attitude. 99% of members are great and follow the rules. The other 1% are members that do not care or do not know the rules. Some feel that since they are property owners that they are entitled. Entitled to not follow the rules or expect special treatment because they are property owners. Some owners like to blame the renters. Most renters are not an issue. Renters are here on vacation and are here to enjoy themselves. The majority will follow the rules when explained. Management will continue to try fix our problems going forward. We want everyone to have the best experience here. Foster added that this summer is particularly bad. There was a girl changing at the side of the pool and boys jumping out of the pool and peeing on the side of the pool. It has gotten out of hand.

#### 10:08am Property Owners Time

Skip LaVigna 150MR-We go through these meetings every month. Ron Tussel set up a system for the boats and there are no issues. We enforce the rules. We make excuses for people. We need to set a precedence. We need to stop being lenient, just like with the parking situation. Cars have been on the sides of the roads for the last 10 years. We need to get tough. If they want to break the rules, close the pool for the day. Masthope should set up a recruitment table to enforce the rules because the young staff is not.

Christine Stygar 243MR-Her son saw the girl changing at the pool which led to questions. Then another episode at the pool, a staff member was being cursed at by a property owner. Her husband stood up for the employee. Public Safety did cite the parent for changing the child at the pool. There is also a lot of drinking at the pool. Alcohol that is not from the Tiki bar. The condition of the pool is very rough. She loves living here but does not like the condition of the pool this year. She wishes that everyone could just follow the rules. Foster responded that Randy is walking the pool and has been very active. He even had an officer posted at the pool for rule enforcement.

Rich Seidel 578MR-The community has grown and so has the number of ATVs. Our public safety force has not grown. With the next budget, we should have an ATV/UTV for Public Safety. They should be able to access the trails to help keep the riders safe. Public Safety should also have a rescue trailer and other updated tools to help assist members when in need. Gerhard acknowledged that these are all good points.

Mary Apuzzo 536MR-She feels that we should create a pool committee. The committee could come up with ideas for operations and enforcement. Maybe we could find some adult volunteers that would be willing to police the pool. Security does help being at the pool but they need to ticket right away. Mary would like to chair the pool committee.

Jerry Jacobs 210FW-Heard many comments about a lot of things from Covenants to cars on the road. Rules need to be enforced objectively. RVs are a motor vehicle, not a trailer.

If you are going to allow trailers for work or watercraft but not a pull behind trailer; you are making separate classes. There is already a written rule in place and should be enforced.

Mike Seyfried 157MR-There are a lot of construction trailers in the community. Most of them belong to property owners and they do a lot for the community. A trailer is a trailer. This is a big issue for the community. Many years ago, the ATV's were used to get to a destination. Now the roads are the entertainment. The drivers are racing around the roadways at high rates of speed. He feels the community should look at how many ATV/UTVs are allowed and who is permitted to operate them. He feels that someone is going to get killed while operating an ATV in the Community.

Phyllis Cobban 109FW-She feels Falling Waters is the forgotten side of the Community. The weeds are high. It is embarrassing. The new signs are up and look nice but there is all overgrowth behind it. She realizes that maintenance is short staffed. Randy stated that there is no excuse and it will be taken care of.

Pat Woebber 727MR-She agrees with Phyllis. She said it is like that on her side of the Community also.

Karen Spano 541FW-Maybe the pool rules should be posted outside of the pool. Foster said that they are and Randy had handouts given to everyone stating the rules and regulations. She suggested maybe not allow alcohol at the pool. Foster explained that there is no outside alcohol permitted because of our liquor license. She suggested that maybe not allow Tiki alcohol either. Randy stated that we do not want to start that war.

Carl Harrison 22FW-Wants to know what is going to be done for 9/11. Will ski be doing Pass Perks? Randy answered that we will be working on the 9/11 ceremony. Yes, ski will be doing the Pass Perks Program again this year.

Rose Perrotti 164RF-She said that if someone wants additional survey information, they can contact the committee. Regarding rules and regulations, what rules are enforceable and what is not? She feels that maybe we should not be as soft. If the rules are enforced then maybe property owners will follow them.

Anthony Falcone 229FW-How can one become a member of a committee? Foster said go to the office and Kelli will connect you to the Committee chairs.

Jerry Jacobs 210FW-Title 29 sets forth a precedence of how rules and regulations are to be added, changed, and enforced. The Covenants clearly states that ECC must have an architect and an engineer on the Committee. Our ECC does not. Foster responded that we depend on our attorneys' advice in the proper operation of the Community.

Rich Seidel 578MR-Our burn permits are only allowed Monday-Friday. He would like to see this amended. Most people are up on weekends and would like to get some work done around the house. A lot of property owners work during the week and the weekend is the time to clean-up. He would like the Board to consider altering the burn schedule. Masthope used to post the upcoming rules in the Weekly Message as pertaining to the season. He feels that would be helpful to property owners if we were to start doing that again. Foster agrees.

Robin Hoose 121FW-She said that she would like to join the Pool Committee and to volunteer at policing the pool.

Mike Seyfried 157MR-The Community used to spray for weeds alongside of the roadways. He feels that property owners should take pride in their Community. He mows the lots around his property (along the roadways). He feels other could do the same. Peter responds that Tim from maintenance has been out mowing but can't keep up with all the rain. Randy acknowledges that we could be doing a better job at roadside mowing.

Mary Appuzzo-Asks if Management will be working with the Pool Committee. Randy responded yes, Management works with all the Committees.

Jerry Ferraiuolo 861FW-Is the Smokey sign updated daily? Jim responded yes, he does. The vehicles on the road are becoming more of an issue. Vehicles have been close to signs. Contractors are guilty of parking roadside all day. The parked vehicles obstruct driver's vision.

Jim Fox draws attention to the fact that the speed humps were not put in place on Westcolang Road. He and Peter collected over a hundred signatures and presented them to the Township along with their findings to stop those particular speed humps from being put in place.

Michele acknowledged that there are a lot of new faces in the audience. She thanks them for taking the time to attend the meeting. It is important to be involved in your Community. She feels that staying active in your community is what makes it great. Volunteers are important to this community. The Board members are all volunteer non-paid positions and all the members love their community. This Community is your home, even if you are just part-time. It is best for everyone to take part in their Community.

Dan received an email from Rose. She was inquiring about the next 9 holes for the miniature golf course. Dan explained that it may be written up in a motion for the membership to cast their vote. It would be a part of the mailing for the November GMM. The funds could be used from the Capital Reserves. Gerhard brought up that maybe it could be funded by an assessment rather than pulling money from the Community's Reserve account. Randy also stated that it could be funded from the Capital Reserve. Foster stated that you do not want an assessment. Dan added that you could not do an assessment until the next budget.

**MOTION 01:08:26:17**

**Whereas the construction of the miniature golf course phase 1 is complete, and funds for installation are necessary.**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the amount of \$14,090.02 from the BOD discretionary capital line to pay for the installation of Phase 1 of the miniature golf course.**

**FIRST: EUGENE PRINCIPE**

**SECOND: JIM FOX**

**MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 02:08:26:17**

**Whereas the pool cover needs replacement.**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors ratifies the electronic motion on August 22, 2017, to approve the purchase of the new pool cover.**

**FIRST: FOSTER MCCOY  
SECOND: EUGENE PRINCIPE  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 03:08:26:17**

**Whereas the Masthope's Fines Schedule needed clarification and revisions.**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the restructured Fine Schedule, that has been reviewed by the Document Committee**

**FIRST: DAN CLARK  
SECOND: FOSTER MCCOY  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 04:08:26:17**

**Whereas the Community Audit has been presented to the Board of Directors.**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the 2016/2017 Audit Report presented by the Community's accounting firm, William Owens.**

**FIRST: GERHARD BUHLER  
SECOND: BRUNO DEVINCK  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 05:08:26:17**

**Whereas the Board of Directors approved an electronic motion for Aqualink to treat Briars Pond.**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors memorializes the motion approved via electronic motion.**

**FIRST: FOSTER MCCOY  
SECOND: MICHELE TORRE  
MOTION PASSES: FOR 10, AGAINST 0**

Meeting Adjourned 10:51am.  
Executive Session began 11am.  
Executive Session ended 11:30am.  
Meeting Adjourned 11:32am.



Treasurer's Report for Period Ending July 31, 2017

Unaudited

Collections - YTD

	Jul 16	Jun 17	Jul 17
Total	2056	2049	2046
Billable	1757	1750	1747
Paid in Full	1400	1365	1419
Percent	79.7%	78.0%	81.2%
Outstanding	357	385	328
Total Bad Debt Lots	53	53	53

Unrestricted Income and Expense - YTD

	Jul 16 YTD	Jun 17 YTD	Jul 17 YTD
Revenues to date	\$2,199,838	\$2,106,117	\$2,253,599
Expenses to date	\$874,185	\$693,595	\$908,288
Net Surplus (deficit)	\$1,325,653	\$1,412,522	\$1,345,311
Margin (Net/Revenue)	60.3%	67.1%	59.7%

The Summit - YTD

Revenues to date	\$364,764	\$150,672	\$396,801
Expenses to date	\$372,871	\$226,977	\$407,385
Net Surplus (deficit)	(\$8,107)	(\$76,305)	(\$10,584)

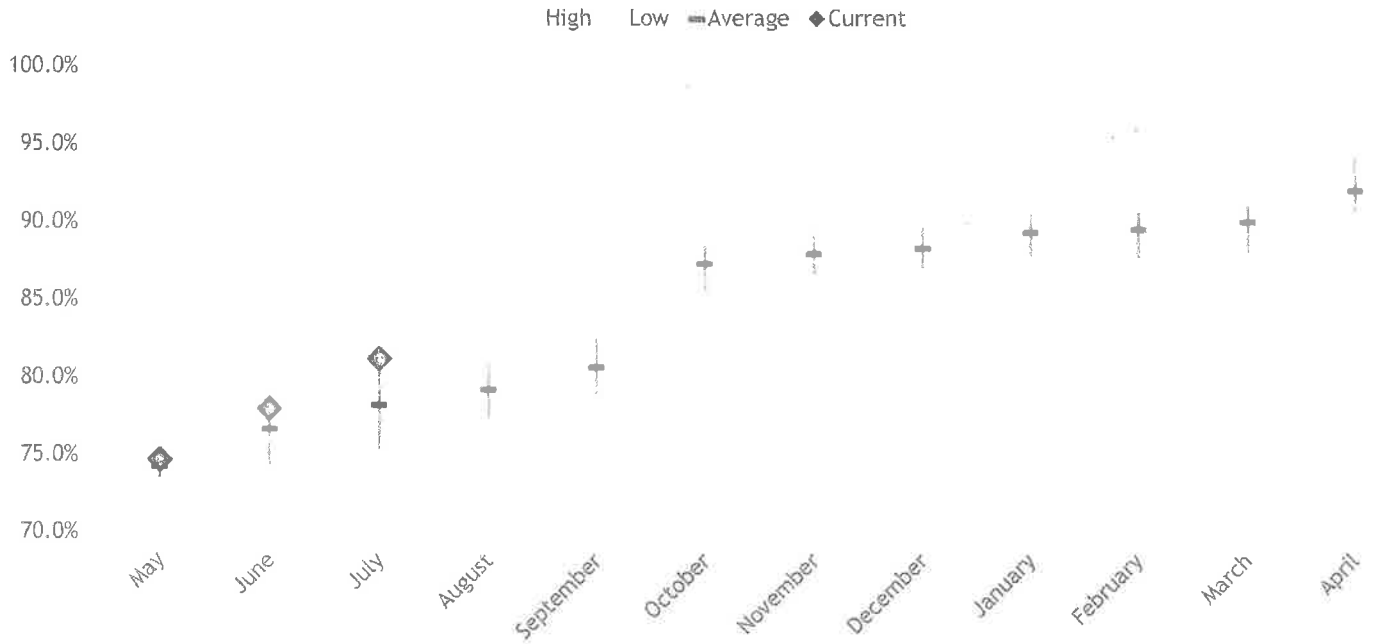
The Market Plance - YTD

Revenues to date	\$123,450	\$69,405	\$137,949
Expenses to date	\$117,028	\$87,907	\$136,528
Net Surplus (deficit)	\$6,422	(\$18,502)	\$1,421

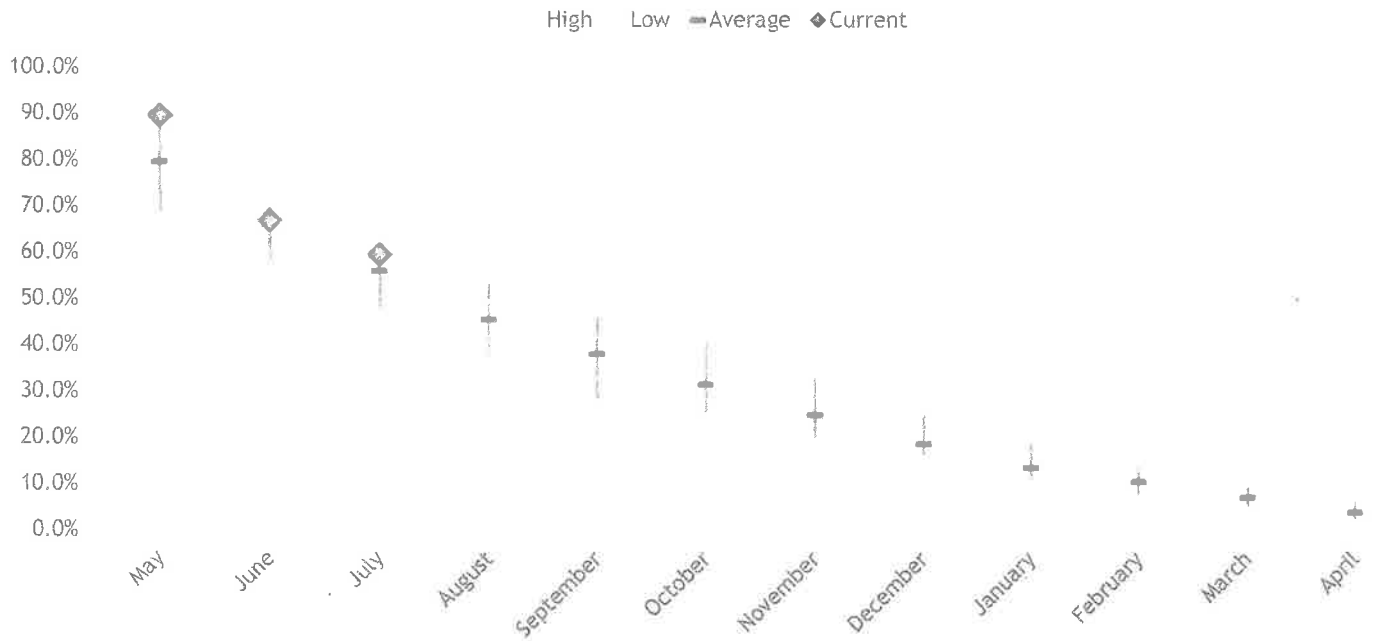
Summit/Market Net Surplus (Deficit)

	(\$1,685)	(\$94,807)	(\$9,163)
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## COLLECTION CHART - YTD



## OPERATIONS CHART - YTD OPERATING MARGIN





## Managers' Report

August 25, 2017

### Projects:

#### Projects:

1. Top of Mtn – Work continues
2. Front Entrance – Bid proposals for landscape work is attached.
3. Office/store steps – All steps in front of POC are being replaced with blue stone. Project turned in to more than expected as all underlying brick work was completely deteriorated.
4. Water tower – A preconstruction meeting was held, it appears construction will begin this fall. They continue to fight leaks in the existing tower.
5. Mini Golf – As explained during the planning stage of the installation funding was available for the purchase of the equipment and the board would fund the construction from this year's BOD discretionary capital. Attached is a complete spreadsheet of all expenses totaling \$14090.02

#### Public Safety

1. Sumer has been busy in all aspects.

#### Maintenance

1. Pool – Cover has been ordered.
2. Pool surface – A proposal is being prepared for the total resurfacing of the pool bottom including all tile work. Also being considered is a complete mechanical replacement including lights, filters steps and some of the heating units.
3. Roadside mowing continues.
4. Heritage road project is completed.
5. New plow trucks are on sight, complete inspections are underway and minor problems being addressed.
6. Weed cutting to be done at dam on snow making pond.

7. Continue to remove trees identified by Beautification committee.
8. Fitness trail – cleaned, signs ordered for distance markers.
9. Fall project list being developed.
10. River Park – Signs upgraded, painted and cleaned. Added sign for trespassing.

### Summit

1. Season is going well.
2. Preparing for Monday night football.
3. Menu development for fall/winter menu.

### Administration

1. Multiple lot pass holders – After the discussion at the last meeting a review of the existing pass system was done and it is possible to insert notes that an owner may have more than one pass. With this it is possible to insert the note which would prompt staff to only allow one pass to be active.
2. Busy summer season. Attached is a usage report.
3. Staffing – All departments are getting very thin with staffing, hours will be adjusted to use all available staff.

### Executive session