



**Lake Wynonah Property Owners Association
Board of Directors Workshop Meeting Minutes**

The Lake Wynonah Board of Directors held its monthly Workshop, via Zoom Platform on the 8th day of February, at 6:00 p.m.

I. WELCOME AND CALL TO ORDER

Board President Bob Still called the meeting to order at 6:05 p.m.

II. ROLL CALL OF DIRECTORS

Present: Bob Still, President; Scott Chivinski, Vice President; Lisa Laudeman Jones, Secretary; Joe Haggerty, Treasurer; Richard Hardy, Director; Troy Lipp, Director; and Frank Miller, Director; Debra Davis, Community Manager
Absent – Ryan Achenbach, Director

III. PRESIDENT's REPORT

Mr. Still informed all Directors that Mr. Achenbach provided his Proxy Votes to Mr. Lipp for agenda items Mr. Achenbach thought may come up for vote during the Workshop. After a brief discussion, it was decided that the Manager's Report and Security Report presented at the January 18, 2021 Open Meeting would be added to the official minutes.

IV. APPROVAL OF THE MINUTES OF THE JANUARY 2021 BOARD WORKSHOP AND OPEN MEETING

Mr. Still asked for a Motion to approve the Minutes as presented for the January 11, 2021, Board Workshop Meeting and the January 18, 2021 Open Board Meeting.

Motion by Frank Miller, seconded by Joe Haggerty to approve the Minutes from the January 11, 2021, Board Workshop and the January 18, 2021, Open Board Meeting.
Motion carried by a 9 Yea 0 Nay vote.

V. TREASURER's REPORT

Mr. Haggerty reported that the January financials were not complete and reported they should be completed by February 15, 2021. Mr. Haggerty reviewed delinquent accounts for write off. Write offs include one property in Bankruptcy and balances under \$75 for past owners.

Mr. Haggerty motioned to write off \$3,829.62 in delinquent accounts. \$3,674 is for one property that the bank foreclosed on and the owners have filed for Chapter 7 Bankruptcy. Collection Attorney do not recommend pursuing further. The remainder of the write off is for the balances of owners who are no longer living in the Community with balances under \$75. Collection efforts would exceed likely recoveries.



Initials

Motion by Joe Haggerty, seconded by Richard Hardy to write off \$3,829.62 of delinquent accounts. Motion carried by a 7 Yea 0 Nay vote.

Mr. Haggerty presented a proposed salary increase for Allied Personnel. Mr. Still mentioned that the Security staff is now at a full compliment. Mr. Haggerty made a motion to approve an increase for the Security Staff. Mr. Achenbach, via email, indicated the POA should consider exploring the use of improved technology for Community Access.

Motion by Joe Haggerty, seconded by Frank Miller to approval wage increases for Security. Motion carried by a 7 Yea 0 Nay vote.

VI. COMMUNITY MANAGER's REPORT

Ms. Davis provided the Directors with her report for a two week period via email prior to this meeting. Ms. Davis reported snow removal complaints from 2 Members residing on a Cove. Both complaints were resolved satisfactorily. Ms. Davis also reported that she is in the process of requesting quotes for new concrete steps for the shallow end of the Pool.

Ms. Davis reported she is also looking for individuals to assist with weekend boat patrol security. A discussion ensued regarding water craft activity and safety on Lake Wynonah and Fawn Lake. Directors agreed to set a special meeting for the Board to discuss options and potential restriction changes. Ms. Davis reported that the Bylaws will be updated to reflect the monthly dues rate beginning April 1, 2021 as voted upon by the Membership. Effective April 1, 2021, monthly dues will be \$105.80.

Ms. Davis requested that Payment Sheet be revised to include Permanent Guest and Vehicle Registration (GateKey) information to the paper and electronic versions. Directors also discussed deactivation of Gate Cards for those Members not updating their GateKey information. Board to look at options, update Membership Handbook language and develop a notification process to Members prior to any deactivation.

Ms. Davis also reported that the Emergency Action Plan for Lake Wynonah and Fawn Lake is complete and has been submitted to Schuylkill County Emergency Management Agency for review. Once approved by PEMA, the plans for both dams will be available to PEMA, DEP, local agencies and will be distributed to local First Responders.

VII. COMMITTEE/ GROUP REPORTS

LW Civic Association – Mr. Lipp reported that the Civic Association Trustees have completed their financial review and the review has been submitted to the POA Treasurer.

Lake Wynonah Workgroup on Communications – Ms. Jones presented a revised Committee Charter to change the Committee name to the Lake Wynonah Communications Committee and to correct a few grammatical and typographical errors.

Motion by Lisa Laudeman Jones, seconded by Frank Miller to approve revised Lake Wynonah Communications Committee Charter. Motion carried by a 7 Yea 0 Nay vote.



Initials

Lodge Committee – Mr. Miller reported the Lodge Committee is meeting to develop a reopening plan.

VIX. UNFINISHED BUSINESS

Mr. Haggerty reported the Township Supervisors remain concerned about the transition plan and there is no intention to move forward without a fully prepared transition plan. Mr. Haggerty also reported that Schuylkill County Municipal Authority is moving forward with bids to have Truck Receiving Facilities installed at the Deer Lake plant.

Deed Restrictions Review Committee – Directors will begin review of the draft Charter. Lisa Jones to distribute last draft to Directors for discussion at the March workshop.

Safety and Security Committee – Develop an application and email notification for interest in Committee participation. Directors to review the Charter to ensure it reflects current need of Committee.

Mr. Chivinski presented final pictures of new entry signage and indicated he is waiting for a quote from a second vendor for price comparison.

Resale Certification was deferred.

Mr. Chivinski indicated the Lake Committee is meeting the week of February 8, 2021 to discuss the Sediment and Erosion plan further with a vendor attending to further explain new bulkhead work. Possible recommendation from the Lake Committee in March for vote at March Open Board meeting.

Mr. Chivinski reported that the No Fee Permit will need language revision and documentation for Driveway Sealant products.

Food Trucks at Front Gate. Board agreed to one day per month for Food Trucks only. Will review month to month based on Lodge reopening.

FSR continues to work on a process to archive older documents on Connect. Ms. Davis shared that the folder structure in FSR's Connect is a global structure with no way to a new section. There is a development project scheduled for later this year to help improve document navigation/searchability on the Resident Portal.

Mr. Miller mentioned the cameras at the both gates provide poor visibility. Mr. Miller mentioned Security would like to see additional cameras at each entry/exit location. Community Manager, Security and Mr. Miller to work with Garland Communications for quotes.

COVID-19 Update – No change to current operating process.



Initials

NEW BUSINESS

Open Director Seat – Mr. Still indicated there is no formal requirement in the POA Bylaws that require the open seat to be filled. Mr. Still indicated the seat is up for election in August. Mr. Still indicated any appointee would need to run for a full term and asked if the Board fills the seat, would it be fair to that appointee.

Via Proxy Vote and presented by Mr. Lipp, Mr. Achenbach recommended filling the seat with the candidate from the 2020 election with the next highest vote amount. Mr. Still mentioned that when prior BODs filled vacancies, the Board at the time had interested Members fill out an application and undergo an interview.

Mr. Haggerty mentioned that at one time, the Board of Directors did appoint the candidate with the next highest vote amount, however he indicated the Board moved away from that process in 2015 as the membership may not have wanted that candidate. After a further discussion and lack of agreement on how or if to fill the open seat, the decision was made to table the discussions and set a special meeting in March 2021 to discuss the option further.

Lakefront Sand - A Communication Form was submitted to the Business Office regarding Lake Front sand. Mr. Chivinski and Ms. Davis to follow up with Member.

Sticker Revenue Stream – via email and presented by Mr. Lipp, Mr. Achenbach asked if the Board could review the pricing structure and potential cost savings for Members. Mr. Haggerty suggested the Board continue with current Boat sticker pricing and reduce the cost for ATV's, Golf Cart and Side-by-Side stickers.

Motion by Joe Haggerty, seconded by Frank Miller to approve a reduction in fees for ATV/Golf Cart/Side-by-Side Stickers from \$25 to \$10.

Motion carried by a 8 Yea 0 Nay vote.

2021 Road Work – Mr. Hardy, Mr. Haggerty, Mr. Miller and Ms. Davis will meet on April 2, 2021 to complete a preliminary assessment. Randy Tobin will also participate in the assessment.

Damaged Lodge Siding – Mr. Haggerty reported he received quotes in November 2020 to repair the damage from Woodpeckers. Quotes received: American Remodeling Sausser Contracting

Motion by Joe Haggerty, seconded by Lisa Laudeman Jones to approve replacing damaged siding, fascia and soffit at the Lodge by Sausser Contracting for \$9,400. Motion was approved with Mr. Haggerty confirming no increase in pricing. If there is an increase in estimate, a 10% price adjustment due to inflation of material costs was approved.

Motion carried by a 7 Yea 0 Nay vote.



Initials

Lake Water Testing Agreement – Mr. Haggerty reported the cost from Equatic Environmental Consultants for Lake Water Testing, recommended by the Lakes Committee is \$4,600. Payments are due in June 2021 and December 2021.

Motion by Joe Haggerty, seconded by Troy Lipp to approve Equatic Environmental Consultants to perform Lake Water Testing.

Motion carried by a 8 Yea 0 Nay vote. Mr. Achenbach used a proxy vote for this motion.

The Community Manager was excused from the Board Workshop as the Board went into an Executive Session to discuss a merit increase for the Community Manager.

Motion by Joe Haggerty, seconded by Scott Chivinski to approval merit increases for the Lake Wynonah Community Manager. Motion carried by a 7 Yea 0 Nay vote.

During a roundtable discussion after the Executive Session, Mr. Lipp discussed a Communication Form submitted by a Member regarding speeding toward the back gate at Running Deer and Wynonah. Security will monitor the area Monday through Friday in an effort to slow speeders.

It was also discussed that the new Communications Tracking Form will be provided to all Board Directors prior to Board Workshop meetings as part of the Community Managers report.

NEXT BOARD WORKSHOP MEETING DATE

Monday, March 8, 2021, at 6:00 p.m.

ADJOURNMENT

Motion by Joe Haggerty to adjourn the meeting at 8:37 p.m., seconded by Scott Chivinski.

Motion carried by a 7 Yea and 0 No vote.

Respectfully Submitted by:



Lisa Laudeman Jones, Secretary



Approval Date

Motion by Joe Haggerty, seconded by Richard Hardy to write off \$3,829.62 of delinquent accounts. Motion carried by a 7 Yea 0 Nay vote.
Motion carried by a 7 Yea 0 Nay vote.

Director Votes – Yea

Bob Still, Scott Chivinski, Joe Haggerty, Lisa Laudeman Jones, Richard Hardy, Troy Lipp and Frank Miller.

Director Votes – Nay

None

Motion by Joe Haggerty, seconded by Frank Miller to approval merit increases for Security. Motion carried by a 7 Yea 0 Nay vote.

Director Votes – Yea

Bob Still, Scott Chivinski, Joe Haggerty, Lisa Laudeman Jones, Richard Hardy, Troy Lipp and Frank Miller.

Director Votes – Nay

None

Motion by Lisa Laudeman Jones, seconded by Frank Miller to approve revised Lake Wynonah Communications Committee Charter. Motion carried by a 7 Yea 0 Nay vote.

Director Votes – Yea

Bob Still, Scott Chivinski, Joe Haggerty, Lisa Laudeman Jones, Richard Hardy, Troy Lipp and Frank Miller.

Director Votes – Nay

None

Motion by Joe Haggerty, seconded by Frank Miller to approve a reduction in fees for ATV/Golf Cart/Side-by-Side Stickers from \$25 to \$10. Motion carried by a 8 Yea 0 Nay vote.

Director Votes – Yea

Bob Still, Scott Chivinski, Joe Haggerty, Lisa Laudeman Jones, Ryan Achenbach, Richard Hardy, Troy Lipp and Frank Miller.

Director Votes – Nay

None


Initials

Motion by Joe Haggerty, seconded by Lisa Laudeman Jones to approve replacing damaged siding at the Lodge by Sausser Contracting for \$9,400. Motion was approved with Mr. Haggerty confirming no increase in pricing. If there is an increase in estimate, a 10% price adjustment due to inflation of material costs was approved.

Motion carried by a 7 Yea 0 Nay vote.

Director Votes – Yea

Bob Still, Scott Chivinski, Joe Haggerty, Lisa Laudeman Jones, Richard Hardy, Troy Lipp and Frank Miller.

Director Votes – Nay

None

Motion by Joe Haggerty, seconded by Troy Lipp to approve Equatic Environmental Consultants to perform Lake Water Testing.

Motion carried by a 7 Yea 0 Nay vote.

Director Votes – Yea

Bob Still, Scott Chivinski, Joe Haggerty, Lisa Laudeman Jones, Richard Hardy, Troy Lipp and Frank Miller.

Director Votes – Nay

None



Initials