



**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 11<sup>th</sup> day of January 2021, at 6:00 p.m.

**I. WELCOME AND CALL TO ORDER**

Board President Bob Still called the meeting to order at 6:11 p.m.

**II. ROLL CALL OF DIRECTORS**

Present: Bob Still, President; Scott Chivinski, Vice President; Lisa Laudeman Jones, Secretary; Joe Haggerty, Treasurer; Ryan Achenbach, Director; Richard Hardy, Director; Ronald K. Larsen, Director; and Frank Miller, Director.  
Debra Davis, Community Manager

**III. PRESIDENT's REPORT**

Mr. Still reviewed the current COVID-19 procedures in place for the Lake Wynonah Business Office. Business via the vestibule with meetings of 10 or less individuals in the lower level meeting area of the Business Office. Masks are required at all times by anyone utilizing the Business Office. The LWBOD will continue to evaluate and adjust procedures on a month-to-month basis along with monitor guidelines from the Pennsylvania Department of Health. Mr. Still noted that Paul Lund, Chair of the Lake Wynonah Workgroup on Communications will join the meeting to provide a Communications update and Open Meeting options to the Directors.

**IV. APPROVAL OF THE MINUTES OF THE BOARD WORKSHOP HELD December 14, 2020**

Mr. Still asked for a Motion to approve the Minutes as presented for the December 14, 2020, Board Workshop Meeting.

**Motion** by Joe Haggerty, seconded by Scott Chivinski to approve the Minutes from the December 14, 2020, Board Workshop with the amendment to the Civic report indicating \$1,700 reported by Civic for Food Truck Events.

Motion carried by a 8 Yea 0 Nay vote.

**V. TREASURER's REPORT**

Mr. Haggerty indicated the monthly financial reports were not yet prepared. Mr. Haggerty reviewed the proposed 2021 Capital and Operating Budgets, Replace and Repair projects and projected Reserve Balances.

  
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## **VI. COMMUNITY MANAGER's REPORT**

Ms. Davis presented the GateKey program upgrade under consideration. Gatekey is upgrading and the current version will no longer be supported. Ms. Davis and Troy Lipp will continue investigate the new version with Allied to develop a final recommendation for the Board's consideration. FSR to survey other property Managers regarding the upgraded program.

## **VII. COMMITTEE/ GROUP REPORTS**

**Architectural Review Committee (ARC)** – Mr. Achenbach reported that ARC continues to review the current permit process to identify areas of improvement.

**LW Civic Association** – Mr. Lipp reported Civic elected officers for 2021. Civic Trustees continue the audit process for 2020 and will report findings shortly.

**Lake Wynonah Workgroup on Communications** – Ms. Jones notified the Directors that Paul Lund was approved by Committee Members as the new Committee Chair.

Mr. Lund shared data from the Fall LWWC survey along with plans for the Community Newsletter. The Communications Survey is now open for Members/Residents of the Community with notification coming via Facebook and emails blasts. Mr. Lund also reviewed a Google form that could be used by Members to submit questions prior to Open Board Meetings. This would assist those Members using audio only and those who might be hesitant in asking questions during the meetings. The Board will consider use of this form for future Open Meetings.

Mr. Lund also discussed his recent visit to Lake Meade, a property owners association in the greater Harrisburg area. The community was developed by the same real estate firm which developed Lake Wynonah. Mr. Lund indicated the POA provided information related to the Dam reserve fund and plans. Mr. Lund will provide that information to the Directors for review.

**Dam Committee** – Mr. Hardy reported that the Committee is preparing submission of our Annual Report to DEP.

**Finance Committee** – Mr. Haggerty had no update for this meeting.

**Fish and Boat Group** – Mr. Still reported that the Committee worked with LWWC members to update information on the Lake Wynonah Website. Updated information was provided, and the website was updated.

**Lakes Committee** – Mr. Chivinski presented information on an upcoming Soil Erosion for Lake Front Properties. The program will be held via a virtual platform and information will be sent to Members. Mr. Chivinski will also draft a new process for Sediment and Erosion and work with the Architectural Review Committee and the Lakes Committee to further develop a plan for the Community.

  
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**Lodge Committee** – Mr. Miller reported that the Lodge Liquor License is up for renewal and that the Office staff is working to complete the application. Mr. Miller also reported that the Lodge Committee continues to monitor COVID guidelines and that the Committee is exploring options to open the Lodge in late Spring.

**Marketing Committee** – Mr. Haggerty reported that the Lake Wynonah Trademark work continues. Mr. Haggerty reported that the Lake Wynonah Workgroup on Communications and the Marketing Committee will meet in February to determine how both committees might collaborate on behalf of the Community.

#### **VIX. UNFINISHED BUSINESS**

Mr. Haggerty reported that PCMA held a Virtual Meeting on December 22, 2020. Mr. Haggerty reported that PMCA received additional revisions to the draft 537 Plan from their engineering firm, SSM but PCMA was unwilling to provide a copy for his review. Mr. Haggerty reported that he did finally receive a copy of the new draft plan from South Manheim Township after their monthly meeting and subsequently provided comments.

Political Signs exception and enforcement has been deferred.

Mr. Chivinski continues to work on pricing and sign design for the Community entrance on Route 183. Signs under consideration are a total of 5-7 signs with 3 at the security building and 2-4 at the 183 entrance. Cost for signs \$750. Mr. Hardy motioned to approve purchase of the new signs. Ms. Jones seconded the motion.

**Motion** by Richard Hardy to purchase new front entrance signs, seconded by Lisa Jones. Motion carried by a 8 Yea and 0 Nay vote.

Ms. Davis is working with FSR to have Current POA documents easier to locate on Connect.

Resale Certificate – in development.

Mr. Haggerty reported he continues to work on a lease option for a new security vehicle. Update from 1/15/2021. Mr Haggerty was able to secure a new lease for the security vehicle with a \$10 savings on the monthly fee along with waiver of the acquisition fee for the returned vehicle.

Mr. Haggerty submitted a motion, via email, to the Directors on 1/15/2021 to move forward with the new Trax Lease at \$239 per month fee for 39 months, seconded by Troy Lipp. Motion carried by a 8 Yea and ) Nay vote.

#### **NEW BUSINESS**

Ms. Jones and Mr. Chivinski presented a revised Communications Form for approval. After discussion, the changes/additions were accepted. The form will be presented at the Open Board meeting on January 18, 2021.

  
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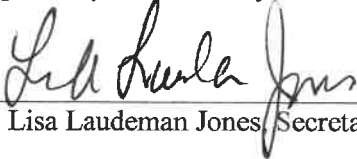
**NEXT BOARD WORKSHOP MEETING DATE**

Monday, February 6, 2021, at 6:00 p.m.

**ADJOURNMENT**

***Motion*** by Bob Still to adjourn the meeting at 9:00 p.m., seconded by Frank Miller. Motion carried by a 8 Yea and 0 Nay vote.

Respectfully Submitted by:



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Lisa Laudeman Jones, Secretary

2-8-2021

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Approval Date

January 11, 2021 Board Motion Page

**Motion** by Joe Haggerty, seconded by Scott Chivinski to approve the Minutes from the December 14, 2020, Board Workshop with the amendment to the Civic report indicating \$1,700 reported by Civic for Food Truck Events. 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, Ronald K. Larsen, Director; and Frank Miller with corrections make to Civic Association report.

Director Votes – Nay

None

**Motion** by Richard Hardy to purchase 2 new front entrance signs, seconded by Lisa Jones. Motion carried by a 8 Yea and 0 No vote.

Director Votes - Yea

Bob Still, Scott Chivinski, Joe Haggerty, Lisa Laudeman Jones, Ryan Achenbach, Richard Hardy, Ronald K. Larsen, Director; and Frank Miller with corrections make to Civic Association report. Motion carried by a 8 Yea and 0 Nay vote.

Director Votes – Nay

None

**Motion on 1/15/2021 (via email)** by Joe Haggerty to lease new Chevy Trax at \$239 per month for 39 months, seconded by Troy Lipp. Motion carried by a 8 Yea and 0 Nay vote.

Director Votes - Yea

Bob Still, Scott Chivinski, Joe Haggerty, Lisa Laudeman Jones, Ryan Achenbach, Richard Hardy, Ronald K. Larsen, Director; and Frank Miller with corrections make to Civic Association report.

Director Votes – Nay

None

  
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