



I r
**Lake Wynonah Property Owners Association
Board of Directors Open Meeting Minutes**

The Lake Wynonah Board of Directors held its quarterly Open Meeting via Zoom platform on the 18th day of January, 2021, at 7:00 p.m.

I. WELCOME AND CALL TO ORDER

Board President Bob Still called the meeting to order at 7:08 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; Troy Lipp, Director; and Frank Miller, Director
Also Present: Debra Davis, Community Manager
Joshua Personette, Interim Security Supervisor

III. MOTION TO APPROVE NEW MEMBERS

Mr. Still asked for a motion to approve the new Member list as presented in the agenda. Member Dave Mengle, Lot #2556 questioned the total number of lots along with ownership of one lot. The request for motion was amended to remove lots in question (Home with 7 Lots) until Management could review the information.

Motion by Frank Miller, seconded by Joe Haggerty to approve the new Members as amended to remove Home with 7 Lots (second from bottom of original new Member list) until ownership issue is resolved and missing Lot number added.
Motion carried by a 8 Yea 0 Nay vote.

IV. PRESIDENT's REPORT

Mr. Still reviewed the status of two new Committees. The Deed Restriction Review Committee remains until hold due to the potential challenge to the Deed Restrictions Vote. Challenge must be filed one year from the filing. Mr. Still indicated that 2 Members have expressed interest in this Committee and appointments will begin in March 2021 should there be no challenge.

Mr. Still reviewed the status of the Safety and Security Committee. Committee participation will be solicited in the near future. Should Members be interested in volunteering on this Committee, please contact the Business Office.

Mr. Still presented a Resolution to acknowledge retiring Newsletter Committee Members Gretchen Hardy, Rosemary Boscelli and Judy Kuhns. The Resolution was read to the Members identifying their achievements and dedication to the Community.



Initials ,

V. TREASURER's REPORT

Mr. Haggerty presented the 2021 Budget including the Operating Budget, Capital and Replace and Repair Budget and Dam Reserves. Copies of the presentation are included with the Minutes. Mr. Haggerty will ask for approval of the budget at the March 20, 2021 Open Board Meeting.

After the presentation, Mr. Haggerty opened the meeting for questions. No questions at this time. Members were encouraged to reach out to the Business Office with any questions.

VI. COMMUNITY MANAGER's REPORT

Debra Davis, Community Manager, reminded Members to submit annual Dock Boat Rentals, Lodge is closed including rental. PLCB license renewal is in process. Dam valve will be closed on February 1, 2021. March 1, 2021 Guest Gatecard renewal is due at a fee of \$45 each. April 1, 2021 boat tags will be available along with boat rack rentals at \$30 for the season. May 1, 2021 the \$100/year trash fee is due for part-time Members.

Ms. Davis also reviewed COVID protocols at the Business Office. No change in day to day operations. Committees/Groups utilizing the lower level meeting room at the Office were reminded that attendance is 10 people or less and mask wearing is required.

VII. SECURITY REPORT

Mr. Personette thanked Members for treats received during the holiday season. Mr. Personette also reminded Members to update GateKey information to assist Security in the management of speeding within the Community. Mr. Personette also reminded Members that 911 should be their first call in emergency or life-threatening situations. Mr. Personette mentioned recent suspicious activity within the Community but nothing serious reported at this time.

VIII. COMMITTEE/ GROUP REPORTS

LW Civic Association – Mr. Lipp reported that Civic is planning Community events for 2021 to include one Food Truck per month from March 2021 through October 2021. 3 Summer Concerts and a Community side Spring Clean up event on April 17, 2021.

Lake Wynonah Workgroup on Communications – Ms. Jones announced the appointment of Paul Lund as the new Committee Chair. Updates to the Website were reviewed including the Community Forms available, current information from the Lakes Committee, Fish and Boat Group and the Lodge Committee. Ms. Jones thanked Committee Members Donna Marceau and Webmaster, Mike Maberry for their time and talent given to improving the website.

Ms. Jones reported that 580 Members have joined the official POA Facebook page with 73 new members in the last week. Ms. Jones mentioned that Members not utilizing Social Media can see all the latest news and happenings by visiting the Latest News section of the Website. Members of the Committee were also thanked for their commitment to communication



Initials

Lodge Committee – Mr. Miller thanked the Community Members/Residents for their patience. Mr. Miller indicated the Board is hoping the COVID restrictions will be eased and the Lodge will reopen, indicating perhaps a 1-2 month wait. Mr. Miller also indicated the tap system will need to be replaced.

VIX. UNFINISHED BUSINESS

Mr. Haggerty reported PMCA continues to move forward with the plan to close the sewage plant. Townships agreed that PCMA should retain responsibility for sewage management. The last draft of the 537 Plan is still not acceptable to the two Townships as Supervisors are concerned with lack of transition detail in the Plan. Mr. Haggerty indicated the SEOs have provided additional comments to be incorporated into the next draft. Mr. Haggerty also advised that the new SMP will include “access” and “usage” fees. These will be new fees for property owners. Although not finalized at this time, a \$50/year access fee is included in the most recent draft. Mr. Haggerty indicated that pumping costs will likely be higher in the future, especially for holding tanks. Mr. Haggerty suggested Members with holding tanks evaluate for possible conversion to Septic.

Mr. Achenbach mentioned DEP has relaxed regulations for Septic tanks and some properties may now qualify for new systems. Mr. Achenbach also referred Members to PCMA’s website to learn more information regarding low interest rate loans through Pennvest.

NEW BUSINESS

Revised Communications Form - Ms. Jones presented revisions to the Communications Form. This form is the preferred means of communication between Members/Residents the Board of Directors and Management. Ms. Jones indicated the form is available as a Fill-In the Blank form on the POA website and will also be available via Connect. Paper copies are also available at the Business Office.

Lake Erosion and Sediment – Mr. Chivinski indicated that the Board and the Architectural Review Committee are revising the permit application and developing better guidelines for current homeowners and new members to protect our Lakes.

Driveway Sealant – Mr. Chivinski discussed the problems with “coal tar based” sealers and indicated the Board and the Architectural Review Committee are also in the process of reviewing the guidelines for driveway seal coating. The new permit will require that a MSDS Sheet be provided by the homeowner or building when submitting the application.

NEXT OPEN BOARD MEETING DATE

Monday, January 18, 2021, at 7:00 p.m.



Initials

OPEN FORUM

Mr. Still notified the Members that Ronald K. Larsen resigned as a Board Director on January 29, 2021. Mr. Larsen served 2 separate terms as a Board Director. He was also active in the Community as Board Liaison to the Civic Association and also as a volunteer for Civic. On behalf of the Board of Directors, Mr. Still wished Mr. Larsen well in his new home.

Mr. Still mentioned that this leaves a vacancy on the Board as Mr. Larsen's term expires in August 2021. The Board will discuss a path forward during the February Workshop with an announcement coming shortly after the meetings.

Lot #221 – Mentioned completing driveway seal with products from Lowe's/Home Depot. Using those products as they only sell sealant with approved product due to liability issues.

Lot #2620 – Asked if use of erosion stock or silk fence is a new idea. Also asked who would enforce the new policy. Mr. Chivinski indicated that if the submitted permit does not meet the established criteria, recommendations would be made to the Member or contractor including a potential work through of property.

Lot #221 – Asked what impact to the budget would a minimum wage increase to \$15 have. Mr. Haggerty indicated an immediate increase would have an effect, but it would depend on how the increase is implemented.

Lot #897 - Asked Why budgeting for a new tap system. Why not just sell bottled beer. Mr. Miller indicated that the tap system was the budget from last year and most people enjoy tap beer over bottled beer.

Lot #897 – Asked how can erosion/sediment issues be seen by driving by a property. Also mentioned you cannot walk on private property how would you monitor. Mr. Chivinski indicated that this would be handled via the permit process working with Members and Contractors. May also include a permit fee.

Lot # - Member reminded everyone that if you are not on social media you can still follow the happenings of the Lake Wynonah Facebook Group via the Lake Wynonah website.

Lot #2556 – Asked why no Dam report. Mr. Hardy indicated that the status remains the same. Mr. Hardy also mentioned that a walk through with Mr. Yutko, the engineer will be scheduled in the near future. DEP is also in the process of recalculating rain fall numbers.

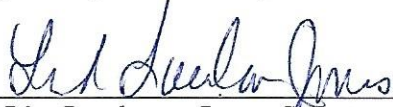


Initials

ADJOURNMENT

Motion by Joe Haggerty to adjourn the meeting at 8:50 p.m., seconded by Lisa Jones. Motion carried by an 8 Yea and 0 No vote.

Respectfully Submitted by:



Lisa Laudeman Jones, Secretary



Approval Date

January 18, 2021 Open Board Motion Page

Motion by Frank Miller, seconded by Joe Haggerty to approve the new Members as amended to remove Home with 7 Lots (second from bottom of original new Member list) until ownership issue is resolved and missing Lot number added.

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

Amended Motion – Motion amended by email vote on January 19, 2021 after Management's review of the concern presented during the Open Meeting which determined the Lake Wynonah Property Owners Association's information was accurate as presented at the Open Meeting. Missed Lot 2369 was added to the new Member list. Motion carried by a 8 Yea and 0 Nay vote.

Director Votes via Email - Yea

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

Director Votes – Nay

None



Initials

First Service Residential MANAGEMENT REPORT January 2021

Deb Davis – Community Manager

Office:

- 1) Annual boat dock rentals are in process.
- 2) Working with DEP and PEMA for our Emergency Action Plan for both dams.
- 3) Working with WJP Engineering preparing document for the annual Dam Inspections.
- 4) Preparing for the 2021 Coupon Booklets. If you use Clickpay you will not receive a Coupon Booklet; this does save Lake Wynonah money.
- 5) Due to COVID-19, anyone using the basement at the Business Office for meetings, must wear mask and attendance is limited to 10 or less people.
- 6) Business at the Office will continue to be conducted through the vestibule.

Lodge:

- 1) Lodge continues to be closed due to COVID, including rentals of the Lodge. Management and the BOD will continue to monitor the situation and make adjustments as necessary.
- 2) PLCB License is being renewed.

Grounds & Roads

1. Swale areas - Filling in with stone and reinforcing areas with concrete pieces.
2. Repairs made to the front wall.
3. New light was installed across from the parking area at the East Gate.
4. Tree cutting underway at A Dock was suspended due to muddy conditions. It will resume when the ground conditions improve and are ready for the lift.
5. Repairs to the electronic sign at the entrance have taken place to replace boards and bulbs.
6. Cold patching continues throughout the Community.
7. The valve on the dam will close February 1.

Our Mission:

Deliver exceptional service and solutions that enhance the value of every property and lifestyle of every resident in the communities we manage.

SECURITY REPORT
JANUARY 2021

Suspicious Persons-

- Member stated a woman was knocking on their door and she was claiming she was dehydrated. Patrol went to investigate the situation. Patrol stated the woman seemed to be on some time of drug. The woman's parents were called that lived outside the lake and they came and picked her up. They stated they were going to take her to the reading hospital for the help she needs.
- Member called to report someone outside her residence during early morning hours being suspicious. Caller stated that this has been going on for several days and is concerned. Security logged information and advised member to contact PSP to make them aware of the situation. Security also increased patrols within the area and time frame that the member stated that the activity was accruing.
- Member contacted security about suspicious activity near his home. Security increased patrols and watch area closely for several days but was unable to find anything.

Noise Complaint

- Complaint of a work being performed on a Sunday. Patrol dispatched, was a homeowner working.
- Noise on Teepee Drive. Patrol responded, patrol reported no noise.
- Loud boom reported on Stallion Drive. Member thinks it was possibly an illegal firework. Patrol dispatched, unable to locate any source of the noise.
- Member called to report a disturbance involving yelling on Hatchet Cove. Security responded, stayed in the area for several minutes and was unable to find or hear any noise disturbances.
- Member called to report loud music in that area of Stag Drive. Security responded but was unable to find source of the music.

Vehicle Complaints

- Homeowner stated there was damage done to their yard by a vehicle in the middle of the night. Patrol dispatched to look at area and take pictures of damage.
- Member called upset stated they called Friday to have a boat unlocked and it was then Saturday, and they tried to launch it but it was still locked. Security apologized but stated it can take up to 24 hours for a boat to be unlocked depending on when patrol has time to make it there. Otherwise, members can stop up with their watercraft for unlocking.

- 2 cars parked on roadway on Wynonah Drive. Homeowner was called and told to move the vehicles.
- Member called to report that her car broke down while driving. AAA came and removed vehicle
- Member hit Guest Lane Sign near Front Gate. There was a car and boat in the "boat area" but main lane of traffic was clear. Members vehicle was able to drive off under own power.
- Vehicle reported in ditch near the waterfall out front. Patrol was able to confirm that vehicle was in the ditch and damaged the stone wall. Pictures of all damage was taken and tow truck called to remove vehicle. Vehicle belonged to guest of the community.
- Vehicle broke down on Tonto Drive. Tow truck was called by member to remove vehicle
- Multiple cars were parked on roadway on Tonto Drive. Member called to remove.
- U-Haul Truck tried to turn around on Papoose and got stuck in the process. A section of the road was blocked from the truck resulting in partial closure of the road until the truck was able to be removed.
- A moving truck broke down near the area of D-Dock. Security responded to place cones around the broken-down truck and conduct traffic control until truck was able to be removed a short time after.
- Security received a report of a red ATV speeding on Blackhawk and Chuck Wagon Drive. Member stated that this has been an issue for months with this certain individual. Security responded to that area and was unable to find the ATV. Information was recorded.
- A delivery vehicle got stuck in a driveway on Wynonah Drive. Security responded to conduct traffic control for tow truck until the delivery vehicle was removed.
- Security received a report of a piece of machinery on the roadway. Security responded to area and let contractor know that it had to be moved immediately.
- Member received a call from a member stating that there was a strange vehicle sitting in their driveway for several minutes. Security was in the process of responding when member called back stating that the vehicle left but member was unable to gather license plate information.
- Received a call from guest stating that they almost got hit head on by another vehicle.

Misc. Complaints

- Tree hanging over roadway ready to fall on Navajo. Maintenance was contacted and made aware of tree. Tree was later removed.
- Multiple political signs reported on individuals' properties. List was made of properties and calls and letters were sent to the homes. Violations will occur if they are not in compliance within 10 days as followed by violation guidelines.

- Member called stating they were screamed at by another member stating that they were driving fast and aggressively when they were not.
- Member called to report a strong smell of gas on Wynonah Drive.
- Multiple trees reported down inside community from a windy day. Maint. was called to take care of trees.
- Resident called to report "debris" on Squaw Drive. Security responded to find wood on the roadway. Maintenance called to clean up roadway.
- Guest Gate at Main Entrance broke off when truck accidentally hit it. Guards were able to fix Guest Gate.
- Member called to report that there was a "critter" in their cabinet. Member wanted us to contact someone to help her and contact PSP. Security informed her that she would have to do that on her own. Member became unhappy with the response and then proceeded to hang up the phone.
- Member manually lifted East Gate allowing 2 other vehicles in and breaking the gate in the process. Member was identified and appropriate action was taken.
- Security received a phone call about a foul smell on Wynonah Drive. Security responded and concluded that geese droppings was the source of the smell.
- Member of community called to report that a waste truck was leaving waste on the roadway. Security was able to confirm and contacted maintenance to clean up the waste.
- Received several reports of water not working within community. Told all callers to contact the water company.
- Received a report of member burning trash on Wynonah Drive. Member was contacted and told that was not permitted.
- Received report of some type of wire on Cherokee Drive. Security responded and found it was a phone wire. Phone company was contacted.

Criminal Mischief

- Member reported their tree stand was cut down at Ski Slope property. Wanted to report it for lakes record in case it happened again.
- Member called stating they think someone got inside their formerly bank owned property and stole some things from inside. Security advised them to file a police report due to the member not being able to pinpoint when it could have happened in the past month.
- Political sign reported stolen the night prior. Homeowner stated, they wanted to make Security aware.
- Member called to report that someone pulled the pin of the hitch of their trailer that was in their driveway.
- Member reports political sign stolen from yard.
- Member called to report their political sign was stolen. Information was recorded.

- Member called to report someone hit her mailbox. Information was recorded.
- Member reported that they were being harassed by another member of the community in multiple ways. Security advised member being harassed to contact PSP to help them with the situation. Security logged information.
- Member called to report that someone cut their Christmas lights.
- Security was contacted about possible break in on Creek Drive. Member was advised to contact PSP immediately.

Animal Complaints

- Rabid Raccoon found on Bow Drive. Homeowners took it to Red Creek where it was confirmed to have rabies.
- A labradoodle and a black dog found on members property with no tags. Shelter was called by members to have them picked up.
- Dogs barking on Hogan. Member was unable to identify where, stated Hogan Drive. Patrol dispatched, unable to locate barking or dogs
- Report of excessive noise coming from a Dog on Wynonah. Member was contacted.

Goodwill Assist

- Wellness check performed because of a worried family member. The member was fine.

Activated Alarm

- Alarm going off on Totem Drive. Member contacted, was their holding tank. Member stated they would have someone in to fix the issue.

Security contact with other agencies:

Schuylkill Haven Fire Base - 1

Ambulance Escorts - 19

Pennsylvania State Police - 4

Security observed and reported the following:

- Security observed a random trailer sitting in the office parking lot. Officers were able to look up owner and contact them to remove it.
- Security observed that there was a few tree's hanging on wires on Tomahawk Drive after a storm. PPL was contacted to remove trees.
- Security observed that a member had promotional contractor signs up past the allowed time. Security contacted member to have them removed.

- Security observed a contractor doing work on the roadway without any signs warning oncoming traffic or flaggers within the area. Security told them that they must have these things for work to continue.
- Security observed that alarm panel was not working inside lodge. Alarm company was contacted about problem and was corrected.
- Security observed and was contacted about a piece of siding on the roadway near Mustang Cove. Maintenance was called to remove the siding.
- Security observed someone enter the community through the exit lane.
- Security observed a concrete mixing truck speeding within the community. Call was made to company to ask drivers to comply with speed limit within community.
- Security observed that tree fell across Cochise Cove. Maintenance was contacted to have the tree removed.
- Security observed a strange vehicle sitting in the office parking lot for a long period of time. Officers on duty contacted individual and made sure everything was ok
- Member of the community called to state that they left their firearm on the porch of their property and was returning immediately to come get it. Security responded to the residence and watched over firearm until member returned in a short period of time.
- Security observed a delivery truck trying to gain access through the back gate. Security responded to back gate and told company that they must come through the main gate for deliveries.
- Security observed a small screw in the tire of the patrol vehicle. Spare tire was put on and maintenance was contacted to fix tire.
- Member coming into the community with a U-Haul truck hit the Guard Shack while using the guest lane. All insurance information was collected at time of incident.
- A dumpster was left at C Dock for the neighboring property getting worked on. Member, contractor and dumpster company was called to have dumpster removed from that area immediately.
- Security observed a vehicle go around the guard shack and enter the community. Vehicle was found a short time later and was told to leave community or else PSP would be contacted. Patrol followed vehicle out of the community.
- Member of the community came through guest lane and went through guest gate without it opening. Officers on duty was able to identify the individual and appropriate action was taken.
- Security observed a tree down across Hogan Drive. Maintenance was contacted to have tree removed.

By: **Joshua Personette**