



Lake Wynonah Property Owners Association  
Board of Directors Meeting Minutes  
Wednesday, August 9, 2023 6:00 p.m.

## **Welcome and Call to Order**

Board President Lisa Laudeman Jones called the meeting to order at 6:09 p.m.

## **Roll Call**

Present: Lisa Laudeman Jones, President; Frank Miller, Vice President; Susan Hummel, Secretary; Mike Flynn, Treasurer; Directors Troy Lipp, Rebekah Tolar, Ryan Achenbach, Steve Kesselmeier, Scott Chivinski  
CM Heather Haspert

## **President's Report:**

Kevin Richards, Benesch Updates:

- E Dock Project - three local contractors have been contacted for their proposals, no response yet: Schuylkill Paving, Maloney Macadam, Folk Paving. Goal is to pave this year, barrier to stop ATVs usage, boulders or split rail fence, fencing with posts and rails two feet off ground. Guide rail would be too expensive. Discussion - work cannot commence until after boats are out of water by October 31. Paving would be done in Spring.
- Roadways and storm water drains - Handout provided. GIS system on line. 133 pipes owned by LWPOA, recommend all rusted metal pipes be replaced by plastic. 27.5 miles of roadways which are ranked in priority to be addressed. Recommendations are in the Benesch report.
- Ski Slope proposal for storage facility - no information as of yet. Penn Dot will be involved with highway access, permits must be submitted to Township and Conservation District. The scope of the project to begin with Benesch feasibility analysis to include property boundary map, wetland analysis, Penn Dot roadway measurements and requirements.
- Pool - Benesch to provide scope of work - ADA zero entrance into the pool, repair/replace pipes, construct new pump house. Work needs to be done in preparation for Memorial Day opening 2024.
- Dam - inspections for both dams to be completed in October and reports created. DEP has been contacted, Benesch representative will meet with DEP after inspections.

- Benesch representative will attend the Annual meeting on August 20, 2023 to provide an update of projects to the members.

### **Minutes Approval**

Motion by Susan Hummel and Second by Steve Kesselmeyer to approve July 2023 Board of Directors Meeting Minutes as corrected. Motion carried by all.

### **Treasurer's Report**

#### **Highlighted**

- Net Operating Income is \$19,972 under budget
- Operating expenses over budget \$25,516 YTD
- Taxes and Insurance over budget \$8,684 YTD
- Administrative Expenses over budget \$7,105 YTD
- Recreation expenses (mostly pool expenditures) over budget \$2,197 YTD
- After the Reserve contributions, currently under budget \$19,972 YTD
- Motion by Mike Flynn and Second by Ryan Achenbach to accept the Treasurer's report as presented. Motion carried by all.
- Collections - Hold on any collections until new legal counsel is hired. Total bad debt (amount written off over the history of LWPOA) is approximately \$384,980 and is unlikely to be collected.

### **Community Manager's Report**

- Santander deposit requirement has changed - need a signatory present when deposit is made. Will request that new requirement be a written notification.
- Falcon Group - Reserve Study should be completed by end of August
- Advertising on the Lake Wynonah website - Mike Mayberry will be contacted to provide a proposal regarding the advertising specifics.
- A proposed Amazon Hub for deliveries was discussed - rejected since there would be a cost to LWPOA.

#### **Member Concerns:**

- Member wants a lift for ADA access to the pool. Zero entry is preference.
- Member concerned regarding discrepancy between the LWPOA Handbook and the LWPOA General Policy for Contractors stipulating how long a contractor can have a sign posted on a member's property. The General Policy for Contractors agreement will be edited to align with the Handbook - a contractor's sign can remain on member's property only during active renovation and must be removed upon completion of work.

## **Committee updates**

- ARC - Scott Chivinsky is the new chair of the committee.
- Lakes Committee - would like to present to the Board in October regarding monitoring and maintaining the health of the two lakes.
- Lodge Committee - John Root is a new member of the committee.

## **Old Business**

- New Legal Services - Motion by Lisa Laudeman Jones and Second by Rebekah Tolar to accept Steven Sugarman and Associates to provide legal services to LWPOA contingent on pricing schedule. Motion carried by all.
- Security/Technology Update - FSR representative will set up meetings with vendors regarding automation at unmanned gates, license plate reader, alternative methods to access technology i.e. key fob.
- Directors agreed that the group of four Directors who interviewed candidates for legal services will continue to work with Sugarman and Associates when a By-Laws legal review commences (Rebekah Tolar, Lisa Laudeman Jones, Susan Hummel, Frank Miller); and the two remaining Directors who worked on Security/Technology (Steve Kesselmeier and Mike Flynn) will continue their work to be joined by two new Directors, replacing two out-going Directors.

## **New Business**

- Motion by Lisa Laudeman Jones and Second by Frank Miller to establish an Assistant Treasurer's position to facilitate transition to Treasurer effective at August 20, 2023 annual meeting. Motion carried by all.
- 2023 Annual Meeting Agenda - Directors agreed to adopt Agenda template shared by Lisa Laudeman Jones.

## **Executive Session**


### **Next Board Meeting Date**


Annual Member Meeting Sunday August 20, 2023 at 2:00 p.m.

### **Adjournment**

Meeting Adjourned at 9:45 p.m.

Respectfully Submitted by

  
\_\_\_\_\_  
Susan Hummel, Secretary

  
\_\_\_\_\_  
Approval Date

## August 09, 2023 Board Actions

- Motion by Susan Hummel and Second by Steve Kesselmeyer to approve July 2023 Board of Directors Meeting Minutes as corrected. Motion carried by all.  
Director votes - Yea  
Lisa Laudeman Jones, Troy Lipp, Rebekah Tolar, Mike Flynn, Scott Chivinsky, Susan Hummel, Ryan Achenbach, Frank Miller, Steve Kesselmeyer
- Motion by Mike Flynn and Second by Ryan Achenbach to accept the Treasurer's report as presented. Motion carried by all.  
Director votes - Yea  
Lisa Laudeman Jones, Troy Lipp, Rebekah Tolar, Mike Flynn, Scott Chivinsky, Susan Hummel, Ryan Achenbach, Frank Miller, Steve Kesselmeyer
- Motion by Lisa Laudeman Jones and Second by Rebekah Tolar to accept Steven Sugarman and Associates to provide legal services to LWPOA contingent on pricing schedule. Motion carried by all.  
Director votes - Yea  
Lisa Laudeman Jones, Troy Lipp, Rebekah Tolar, Mike Flynn, Scott Chivinsky, Susan Hummel, Ryan Achenbach, Frank Miller, Steve Kesselmeyer
- Motion by Lisa Laudeman Jones and Second by Frank Miller to establish an Assistant Treasurer's position to facilitate transition to Treasurer effective at August 20, 2023 annual meeting. Motion carried by all.  
Director votes - Yea  
Lisa Laudeman Jones, Troy Lipp, Rebekah Tolar, Mike Flynn, Scott Chivinsky, Susan Hummel, Ryan Achenbach, Frank Miller, Steve Kesselmeyer
- Motion by Steve Kesselmeyer and Second by Scott Chivinsky to approve a 6% across-the-board increase in salary for all employees retroactive to April 01, 2023. Motion carried by all.  
Director votes - Yea  
Lisa Laudeman Jones, Troy Lipp, Rebekah Tolar, Mike Flynn, Scott Chivinsky, Susan Hummel, Ryan Achenbach, Frank Miller, Steve Kesselmeyer