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# JANUARY MEETING AGENDA

Tuesday, January 21, 2024 ▪ Time, 6:30 p.m.  
In-person and recorded ZOOM™ Session

## Sign in Reminder, Mic Reminder

- |   |                   |
|---|-------------------|
| 1. <b>CALL TO ORDER</b>                                   | P. Wilmsen        |
| 2. <b>ROLL CALL</b>                                       | M. Lloyd          |
| 3. <b>Election of Officers</b>                            |                   |
| 4. <b>Approval of Minutes</b>                             | M. Lloyd          |
| a. November Board Meeting (Attached)                      |                   |
| 5. <b>PRESIDENT'S REPORT</b>                              | P. Wilmsen        |
| 6. <b>TREASURER'S REPORT</b>                              |                   |
| a. Year End Reports (Attached)                            | K. Burd           |
| 7. <b>COMMITTEE REPORTS</b>                               |                   |
| a. Finance Committee Report (Attached)                    | K. Burd           |
| b. Property Ownership Committee                           | K. Burd           |
| c. Tree Health & Maintenance Committee (Attached)         | P. Wilmsen        |
| i. Tree Removal Permit, 11 Batdorf Ave (Attached)         |                   |
| d. Buildings & Grounds                                    | M. Bojanic        |
| i. Dec B&G Meeting Notes (Attached)                       |                   |
| ii. Jan B&G Meeting Notes (Attached)                      |                   |
| iii. Building Permit Application, 401 Bell Ave (Attached) |                   |
| e. Communications Committee                               | K. Wells          |
| f. Community Activities/Recreation Committee              | K. Wells/M. Lloyd |
| g. Grants & Funding Committee                             | T. Martin         |
| h. Policy & Procedure Committee                           | T. Martin         |
| i. Tabernacle Association                                 | T. Martin         |
| j. Nominating Committee                                   | E. Mefferd        |
| k. Library Committee                                      | S. Marisic        |
| l. Archive Committee                                      | D. Miller         |
| 8. <b>NEW BUSINESS</b>                                    |                   |
| a. New Year's Eve Quiet Hours Exception                   |                   |
| b. Tree Removal Permit, 11 Batdorf Ave                    |                   |
| c. Building Permit Application, 401 Bell Ave              |                   |
| d. Fund Allocation Vote                                   |                   |
| 9. <b>ADJOURNMENT</b>                                     | P. Wilmsen        |

**OPEN FORUM (Please Pre-Register by contacting the office and providing your Name, MGCA Cottage Address, and topic.)**

## Open Forum Guidelines (Attached)

Registered Speaker(s):

Margaret Hopkins, 505 Glossbrenner - *Community Water Day, Lebanon County*



Tuesday, November 19, 2024

On Tuesday, November 19, 2024, the Annual Membership Meeting was held. The regular business of the Board of Managers was also conducted at the same meeting but recorded in these separate minutes.

A quorum of the Board was present including the following:

In person: Ann Bering, Miles Bojanic, Marcie Lloyd, Ted Martin, Esther Mefferd, Jeff Minnich, and Pat Wilmsen.

On Zoom: Kevin Burd, Joe Lamont, George Leyh, and Kevin Wells.

Sixteen households attended in person; thirty-five households attended via Zoom.

### 1) **Call to Order, Pat Wilmsen**

Pat Wilmsen called the meeting to order at 6:30 p.m. Marcie Lloyd conducted the roll call.

### 2) **Approval of Minutes**

Since the Minutes of the October Board meeting were distributed to Board members prior to the time of this regular monthly meeting, the reading of the Minutes was dispensed with and the October 19, 2024 minutes were approved on a motion by Ted Martin. The motion was seconded by Jeff Minnich and passed with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor.

### 3) **President's Report**

The President delivered her report as part of the Annual Membership Meeting, and it is recorded with those minutes.

### 4) **Treasurer's Report**

Kevin Burd delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

### 5) **Committee Reports**

#### a) **Finance Committee – Kevin Burd**

Kevin Burd delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

#### b) **Property Ownership Committee – Kevin Burd**

Kevin Burd delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

#### c) **Executive Committee – Pat Wilmsen**

No report

#### d) **Tree Health & Maintenance Committee – Pat Wilmsen**

Pat Wilmsen delivered her report as part of the Annual Membership Meeting, and it is recorded with those minutes.

#### e) **Buildings & Grounds – Miles Bojanic**

Miles Bojanic delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

#### f) **Communications Committee – Kevin Wells & Marcie Lloyd**

Kevin Wells delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

#### g) **Community Activities & Recreation Committees – Kevin Wells & Marcie Lloyd**

Kevin Wells delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

#### h) **Grants & Funding – Ted Martin**

Ted Martin delivered his report as part of the Annual Membership Meeting, and it is recorded with those



minutes.

i) **Policy & Procedure Committee – Ted Martin**

Ted Martin delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

j) **Mt. Gretna Tabernacle Board of Trustees (MGTA) – Esther Mefferd**

Ted Martin delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

k) **Nominations Committee – Esther Mefferd**

Esther Mefferd delivered her report as part of the Annual Membership Meeting, and it is recorded with those minutes.

l) **Library Committee – Sally Marisic**

Sally Marisic delivered her report as part of the Annual Membership Meeting, and it is recorded with those minutes.

m) **Archive Committee – Don Miller**

Don Miller delivered his report as part of the Annual Membership Meeting, and it is recorded with those minutes.

**6) Unfinished Business**

None.

**7) New Business**

- (1) The MGCA Board will be taking the month of December off, there will be no meeting on December 17.
- (2) Kevin Burd made a motion to accept the 2025 budget proposal, assessment, and payment plan which includes an \$86 increase from the previous year's assessment. The motion was seconded by Marcie Lloyd and passed with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. **Resolution 2024.11.19-01.**
- (3) Miles Bojanic made a motion to approve the building permit submitted by 307 2<sup>nd</sup> Street for an addition to their cottage, with the understanding that trees affected by the project will receive treatment as recommended by Bartlett Tree Exerts, that any trees lost in the process of building the addition would be replaced with newly planted trees nearby, and that additional green space will be added and no impervious material will be added. The motion was seconded by Jeff Minnich and passed with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. **Resolution 2024.11.19-02.**

**8) Adjournment**

The meeting adjourned at 7:25p.m.

The next regular meeting will be held Tuesday, January 21, 2025.

This meeting was recorded and will be available on the MGCA website until the January meeting.



In Attendance:

Members in Person:

Barnhart, Betsy, 50 3<sup>rd</sup> St  
Brosious, John, 203 Boehm Ave  
Flannery, Mark, 211 2<sup>nd</sup> St  
Gardner, Richard, 205 6<sup>th</sup> St  
Hartman, Billie, 311 1<sup>st</sup>  
Heberling, Tom, 210 3<sup>rd</sup> St  
Hopkins, Margaret, 505 Glossbrenner Ave  
Latz, Barb, 404 3<sup>rd</sup> St  
Lentz, Jeff, 211 2<sup>nd</sup> St  
Linton, Bill, 211 7<sup>th</sup> St  
Martin, Brenda, 205 4<sup>th</sup> St  
McGuire, Peggy, 111 5<sup>th</sup> St  
Musick, Leeshaun, 307 2<sup>nd</sup> St  
Rader, Robert, 501 6<sup>th</sup> St  
Reifler, Brad, 305 1<sup>st</sup> St  
Schreiber, Linda, 307 6<sup>th</sup> St  
Slotznick, Christine, 507 3<sup>rd</sup> St

Members on Zoom:

Bane, Kelsey, 200 Bell Ave  
Berfond, Andy, 204 Edwards Ave  
Bering, Joe, 302 7<sup>th</sup> St  
Bojanic, Leslie, 404 7<sup>th</sup> St  
Bost, Stephanie, 9 Batdorf Ave  
Brown, Yasmin, 710 5<sup>th</sup> St  
Campbell, Jim, 402 Glossbrenner Ave  
Clements, Allison, 600 2<sup>nd</sup> St

Attachments:

None

Collins, Gary, 601 Mills Ave  
Dwyer, Constance, 704 3<sup>rd</sup> St  
Engle, Susan, 705 1<sup>st</sup> St  
Erb, Kenton, 408 3<sup>rd</sup> St  
Finkenaur, Rebecca, 107 6<sup>th</sup> St  
George, Andrea, 605 5<sup>th</sup> St  
Goodman, Andrew, 109 3<sup>rd</sup> St  
Guerrini, Karin, 611 1<sup>st</sup> St  
Hazel, Jeffrey, 602 Kephart Ave  
Herrmann, Frank, 205 Glossbrenner Ave  
Kuligowski, Janelle, 204 5<sup>th</sup> St  
Kuligowski, Dave, 309 8<sup>th</sup> St  
Lichty, Peggy, 205 Castle Ave  
Lloyd, David, 403 1<sup>st</sup> St  
Lorenzen, Doug, 503 1st St  
Markovits, Tim, 501 Otterbein Ave  
McKenna, Larry, 309 Mills Ave  
Miller, Don, 610 4<sup>th</sup> St  
Neff, Diane, 305 1<sup>st</sup> St  
Port, Dianne, 300 Markwood Ave  
Skovira, Kevin, 202 Weaver Ave  
Stuart, Sarah, 305 1<sup>st</sup> St  
Thompson, Jeff, 207 Glossbrenner Ave  
Welte, Robin, 505 3<sup>rd</sup> St  
Wilmsen, Garey, 211 Boehm Ave  
Wolff, Jan, 211 8<sup>th</sup> St  
Zellers, Scott, Garage 1<sup>st</sup> St

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Secretary

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Chairman

# Mount Gretna Campmeeting Balance Sheet

Cash Basis

As of December 31, 2024

	Dec 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Checking Account - Jonestown	81,448
Shadow	725,023
JBT CD Water Tower	159,503
PV Pass Through	9,594
<b>Total Checking/Savings</b>	975,568
<b>Accounts Receivable</b>	
Accounts Receivable	-96,009
<b>Total Accounts Receivable</b>	-96,009
<b>Other Current Assets</b>	
Inventory Asset	830
Undeposited Funds	281
<b>Total Other Current Assets</b>	1,111
<b>Total Current Assets</b>	880,671
<b>TOTAL ASSETS</b>	<b>880,671</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Credit Cards	3,236
Other Current Liabilities	
Payroll Liabilities	400
<b>Total Other Current Liabilities</b>	400
<b>Total Current Liabilities</b>	3,636
<b>Total Liabilities</b>	3,636
<b>Equity</b>	
Net Assets- Temp. Restricted	23,261
Net Assets-Designated	130,915
Net Assets-Undesignated	146,881
Retained Earnings	410,061
Net Income	165,917
<b>Total Equity</b>	877,035
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>880,671</b>

# Mount Gretna Campmeeting Income & Expense December 2024

Cash Basis

	Community Maintenance	Overhead	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Assessments</b>			
Home	539	0	539
<b>Total Assessments</b>	539	0	539
Donations OUTSIDE MGCA ONLY	1,000	0	1,000
Interest Income	0	958	958
Miscellaneous Receipts	1,190	180	1,370
Rental Permit Fee	1,350	0	1,350
<b>Rentals</b>			
Parking	0	0	0
Security Deposits	50	0	50
<b>Total Rentals</b>	50	0	50
<b>Total Income</b>	4,129	1,138	5,266
<b>Gross Profit</b>	4,129	1,138	5,266
<b>Expense</b>			
<b>Administrative costs</b>	0	2,810	2,810
<b>Buildings &amp; Grounds</b>			
Maintenance Expense	48	0	48
<b>Operating Expense</b>			
Dues & Subscriptions	3	0	3
Electric	179	0	179
Fuel & Oil	254	0	254
General Supplies	5	0	5
Pest Control	334	0	334
Restroom Maintenance	32	0	32
<b>Total Operating Expense</b>	807	0	807
<b>Total Buildings &amp; Grounds</b>	855	0	855
<b>Utilities (B&amp;G)</b>			
Garbage	5,180	0	5,180
Street Lights	2,108	0	2,108
<b>Water Rate</b>			
Loan Repayment	7,156	0	7,156
Water Production	5,100	258	5,358
<b>Total Water Rate</b>	12,256	258	12,514
<b>Total Utilities (B&amp;G)</b>	19,544	258	19,802
Community Activities	119	0	119
Personnel	5,493	3,635	9,128
<b>Professional Fees</b>			
Insurance	0	2,882	2,882
<b>Total Professional Fees</b>	0	2,882	2,882
<b>Total Expense</b>	26,011	9,585	35,596
<b>Net Ordinary Income</b>	-21,882	-8,448	-30,330
<b>Net Income</b>	-21,882	-8,448	-30,330

**Mount Gretna Campmeeting  
Income & Expense Budget vs. Actual  
January through December 2024**

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - D...	Budget	% of Bu...	Jan - D...	Budget	% of Bu...	Jan - D...	Budget	% of Bu...
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
<b>Assessments</b>									
Garage	4,410	4,410	100%	0			4,410	4,410	100%
Home	758,725	765,567	99%	0			758,725	765,567	99%
Penalties	4,329			60			4,389	0	100%
<b>Total Assessments</b>	767,465	769,977	100%	60			767,525	769,977	100%
<b>Community Activities Income</b>	753			0			753	0	100%
<b>Donations OUTSIDE MGCA ONLY</b>	3,000			0			3,000	0	100%
Interest Income	0			12,322	6,000	205%	12,322	6,000	205%
Miscellaneous Receipts	1,815	500	363%	1,010			2,824	500	565%
<b>Rental Permit Fee</b>	3,375	3,900	87%	0			3,375	3,900	87%
<b>Rentals</b>									
Garage	16,800	16,800	100%	0			16,800	16,800	100%
Parking	4,759	2,555	186%	0			4,759	2,555	186%
Pavilion/Kitchen	300	150	200%	0			300	150	200%
Security Deposits	60			0			60	0	100%
Storage Sheds	5,025	5,196	97%	0			5,025	5,196	97%
Tabernacle	3,100	2,000	155%	0			3,100	2,000	155%
Rentals - Other	3,000			0			3,000	0	100%
<b>Total Rentals</b>	33,044	26,701	124%	0			33,044	26,701	124%
<b>Total Income</b>	809,451	801,078	101%	13,391	6,000	223%	822,842	807,078	102%
<b>Gross Profit</b>	809,451	801,078	101%	13,391	6,000	223%	822,842	807,078	102%



# Mount Gretna Campmeeting Income & Expense Budget vs. Actual January through December 2024

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - D...	Budget	% of Bu...	Jan - D...	Budget	% of Bu...	Jan - D...	Budget	% of Bu...
<b>Expense</b>									
Administrative costs	308			21,205	13,479	157%	21,513	13,479	160%
Bank Service Charges	0			40			40	0	100%
Buildings & Grounds									
Maintenance Expense	8,995	8,100	111%	0			8,995	8,100	111%
Operating Expense									
Dues & Subscriptions	77			0			77	0	100%
Electric	2,540	2,655	96%	0			2,540	2,655	96%
Engineer & Inspections	72	2,400	3%	0			72	2,400	3%
Equipment Purchase	2,166	2,600	83%	0			2,166	2,600	83%
Fire Extinguisher Maint	292	500	58%	0			292	500	58%
Fuel & Oil	2,278	2,000	114%	0			2,278	2,000	114%
General Supplies	2,678	3,200	84%	0			2,678	3,200	84%
Grounds Maintenance	5,520	6,750	82%	0			5,520	6,750	82%
Painting	236	625	38%	0			236	625	38%
Parking & Roads	796	1,000	80%	0			796	1,000	80%
Pest Control	856	550	156%	0			856	550	156%
Registration & Inspection	815	500	163%	0			815	500	163%
Rentals	28	1,000	3%	0			28	1,000	3%
Restroom Maintenance	382	800	48%	0			382	800	48%
Snow Removal	2,975	13,650	22%	0			2,975	13,650	22%
<b>Total Operating Expense</b>	<b>21,711</b>	<b>38,230</b>	<b>57%</b>	<b>0</b>			<b>21,711</b>	<b>38,230</b>	<b>57%</b>
<b>Total Buildings &amp; Grounds</b>	<b>30,706</b>	<b>46,330</b>	<b>66%</b>	<b>0</b>			<b>30,706</b>	<b>46,330</b>	<b>66%</b>
<b>Utilities (B&amp;G)</b>									
Garbage	62,735	60,440	104%	0			62,735	60,440	104%
Sewer	169,363	170,028	100%	0			169,363	170,028	100%
Street Lights	25,482	26,753	95%	0			25,482	26,753	95%
Water Rate									
Loan Repayment	73,502	99,000	74%	0			73,502	99,000	74%
Water Distribution	3,068	5,000	61%	0			3,068	5,000	61%
Water Production	34,650	35,613	97%	2,838			37,488	35,613	105%
<b>Total Water Rate</b>	<b>111,219</b>	<b>139,613</b>	<b>80%</b>	<b>2,838</b>			<b>114,058</b>	<b>139,613</b>	<b>82%</b>
<b>Total Utilities (B&amp;G)</b>	<b>368,800</b>	<b>396,834</b>	<b>93%</b>	<b>2,838</b>			<b>371,639</b>	<b>396,834</b>	<b>94%</b>
<b>Community Activities</b>	<b>805</b>	<b>400</b>	<b>201%</b>	<b>0</b>			<b>805</b>	<b>400</b>	<b>201%</b>
<b>Community Library</b>	<b>273</b>			<b>120</b>	<b>500</b>	<b>24%</b>	<b>393</b>	<b>500</b>	<b>79%</b>
<b>Contributions - Note 2 Fin Comm</b>	<b>0</b>			<b>2,100</b>	<b>2,400</b>	<b>88%</b>	<b>2,100</b>	<b>2,400</b>	<b>88%</b>
<b>Personnel</b>	<b>82,839</b>	<b>85,270</b>	<b>97%</b>	<b>57,088</b>	<b>64,414</b>	<b>89%</b>	<b>139,927</b>	<b>149,684</b>	<b>93%</b>
<b>Professional Fees</b>									
Accounting	0			3,435	3,308	104%	3,435	3,308	104%
Insurance	0			16,138	17,316	93%	16,138	17,316	93%
Legal Fees	0			10,830	10,000	108%	10,830	10,000	108%
<b>Total Professional Fees</b>	<b>0</b>			<b>30,403</b>	<b>30,623</b>	<b>99%</b>	<b>30,403</b>	<b>30,623</b>	<b>99%</b>
<b>Property Taxes</b>	<b>0</b>			<b>6,516</b>	<b>6,510</b>	<b>100%</b>	<b>6,516</b>	<b>6,510</b>	<b>100%</b>
<b>Transfer to Fund/Project Net 0</b>	<b>124,500</b>	<b>124,500</b>	<b>100%</b>	<b>0</b>			<b>124,500</b>	<b>124,500</b>	<b>100%</b>
<b>Trees</b>	<b>18,663</b>	<b>35,325</b>	<b>53%</b>	<b>0</b>			<b>18,663</b>	<b>35,325</b>	<b>53%</b>
<b>Total Expense</b>	<b>626,895</b>	<b>688,659</b>	<b>91%</b>	<b>120,309</b>	<b>117,926</b>	<b>102%</b>	<b>747,204</b>	<b>806,585</b>	<b>93%</b>
<b>Net Ordinary Income</b>	<b>182,556</b>	<b>112,418</b>	<b>162%</b>	<b>-106,918</b>	<b>-111,926</b>	<b>96%</b>	<b>75,639</b>	<b>493</b>	<b>15,355%</b>
<b>Net Income</b>	<b>182,556</b>	<b>112,418</b>	<b>162%</b>	<b>-106,918</b>	<b>-111,926</b>	<b>96%</b>	<b>75,639</b>	<b>493</b>	<b>15,355%</b>

**Restricted & Designated Fund Activity**

	<b>Balance as of <u>10/31/2024</u></b>	<b>Activity during: <u>December</u></b>	<b>Balance as of <u>12/31/2024</u></b>
<b>General Fund</b>			\$77,487
<b>Restricted Funds</b>			
DEP Grant	\$29,397	\$0	\$29,397
<b>Designated Funds</b>			
<b>Community Activities Fund</b>		\$100	\$100
Heritage Festival	\$13,786	\$0	\$13,786
Library Program Fund	\$725	\$0	\$725
Operating Reserve	\$221,760	\$0	\$221,760
Seiders Fund	\$20,843	\$0	\$20,843
Survey Fund	\$361	\$0	\$361
Tree Fund	\$28,119	\$200	\$28,319
<b>Capital Projects</b>			
B&G Emergency Reserve	\$32,045	\$0	\$32,045
Building: Garages.Sheds (Rentals)	\$16,150	\$0	\$16,150
Building: Library	\$5,131	\$0	\$5,131
Buildings	\$49,158	\$0	\$49,158
<b>Total Buildings:</b>	\$70,439		\$70,439
Equipment	\$25,000	\$0	\$25,000
Land: Heritage Park	\$17,048	\$0	\$17,048
Linear Structures	\$224,774	\$0	\$224,774
Structures: Hydrants	\$6,847	\$0	\$6,847
Structures: Entrance Pillars	\$945	\$0	\$945
<b>Total Buildings:</b>	\$7,792		\$7,792
<b>Water Operations</b>			
Water Operations: General	\$9,250	\$0	\$9,250
Water Operations: Mains	\$10,000	\$0	\$10,000
Water Operations: Pump House	\$9,889	\$0	\$9,889
Water Operations: Maintenance Program	\$13,000	(\$7,559)	\$5,441
Water Operations: PENNVEST Principal	\$69,059	\$0	\$69,059
<b>Total Water Operations:</b>	\$111,198		\$103,639

## Tree Committee Report

Jan 2025

Within the last week, six trees on Campmeeting property that were dead have been removed. The stumps for the most part have been ground so we can replant a new tree which will be done in the spring.

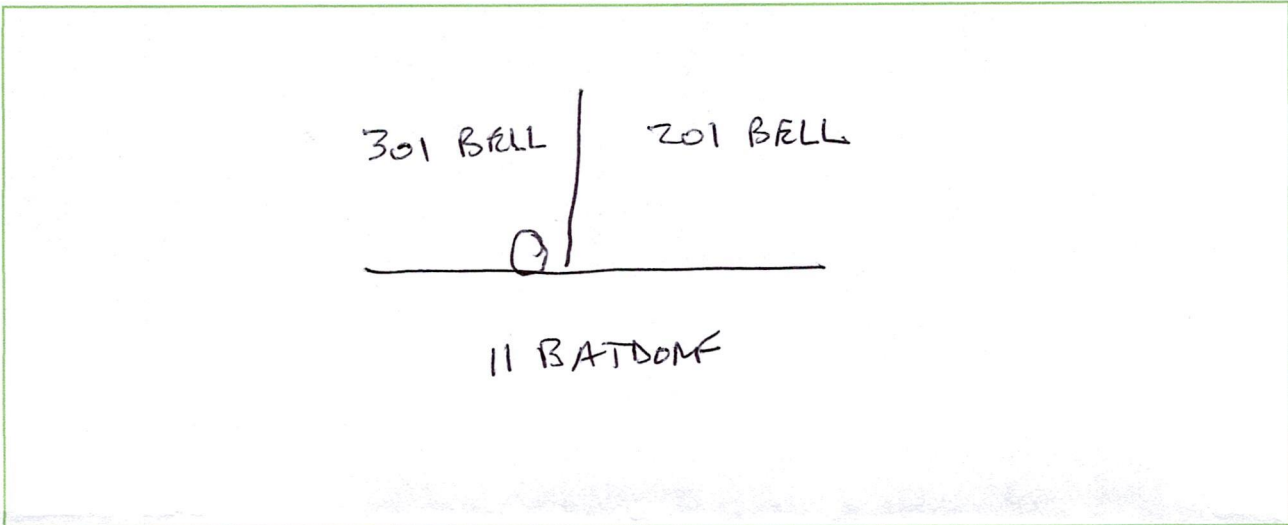
The committee hopes you have enjoyed the lights in the garden. We've had some request to leave them up for the winter so please if you haven't seen them, enjoy! They are all powered by solar.

DRAFT

Tree Removal and Replacement Permit Application

Property address of the removal 11 BATHURST AVE

Drawing or Plot Plan where tree is located within my property lines:



Is the tree showing signs of life:  Yes  No

If yes, please attach a signed certified arborist statement as to why this tree needs to come down.

Name of Certified Arborist: BRANDON YEAGER Certified Arborist License #: PD 2487A

Please attach pictures of tree to be removed.

By submitting this application, I agree that I will have the remaining stump ground and will replant a native tree that is at least five (5) feet tall. If the tree is removed between November and March, the replacement tree must be planted by the end of April, otherwise the replacement tree must be planted within 60 days of removal. If for some reason the tree cannot be replanted in the same spot, I agree to plant tree somewhere else designated by the tree committee. \_\_\_\_\_ (Member initials)

If applicable explain why the tree cannot be replanted in the same spot.

THE TREE IS ON A WOODED LOT WITHOUT SUFFICIENT LIGHT AND THERE IS NO BENEFIT TO ADD ANOTHER SMALL TREE

After approval has been granted by the Board of Managers, I will notify the Campmeeting office of the removal date at least five (5) days before the tree company arrives. JCL (Member initials)

Member Name(s): JOSEPH LAMONT

Mailing address PO BOX 225, MT GRETTA, PA 17064

Phone: 717 228 7805 E-mail JOSEPH.LAMONT@YAHOO.COM

Member Signature Joseph C Lamont Date 1-7-25

Signature of Tree Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

<b>MGCA Use Only</b>	Lot Number: <u>61X 350</u>	Board Meeting Date: <u>01/21/25</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
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## December 02, 2024 – Meeting Notes

Hybrid Meeting of the B&G Committee at the Mt. Gretna Campmeeting's Office and via Zoom teleconference.

Members of the B&G Committee present: (In person) Miles Bojanic, Nate Godfrey, Doug Lorenzen Jeff Minnich, Bob Rader, and Ben Slotznick, (Via Zoom) George Leyh, Kevin Skovira, and Pat Wilmsen. Debby Erb was in attendance. Excused: Joe Lamont and Bill Linton.

Miles Bojanic, Chair, opened the meeting at 6:30 p.m.

### REPORTS

#### Superintendent Report

- In winter clean up mode.

#### Water Operations

1. An alarm at the pump house was set off by a faulty meter. The situation resulted in having to get water from the Mt Gretna Authority until the situation was resolved.
2. Usage has increased again by roughly 8,000 gallons/day. This is in line with previous years and the hypothesis that Members are allowing water to drip instead of winterizing their cottages

#### Tree Committee

1. Lebanon Valley Tree Care has been working on the list of trees that need to be taken down.

#### Building Permit Application Review

1. No permits submitted. No pending permits.

#### MGCA Active Projects/Old Business

1. **Markwood:** The project is complete. The Mt. Gretna School of Art submitted a complaint related to the asphalt work. The committee discussed the concerns. The consensus was that the issues were on the school's property and it would be their responsibility to make adaptations to the new project. With regard to the critique of the quality of the work, the committee has confidence in the work performed by AH Moyer and Martin Paving.
2. **Pump House.** AH Moyer will likely have the Pump House work done by spring at the latest.
3. **Kauffman Ditch.** Still in reasearch.

#### New Business

1. Building Permit Enforcement. 301 7<sup>th</sup> made some structural changes months ago in moving the steps from the front to the side along Glossbrenner Ave. More recently, a compressor unit was installed without a building permit and in addition was installed on MGCA property.
2. The committee had a lengthy discussion about the garages on the west side of 1<sup>st</sup> Street near Rt. 117. The committee would like to get an estimate to rebuild the garages.

Adjourn **7:38 p.m.**

Attachments: None

## January 6, 2025 – Meeting Notes

Hybrid Meeting of the B&G Committee at the Mt. Gretna Campmeeting's Office and via Zoom teleconference.

Members of the B&G Committee present: (In person) Miles Bojanic, Nate Godfrey, Joe Lamont, Jeff Minnich, Bob Rader, and Ben Slotznick, (Via Zoom) George Leyh, Bill Linton, Kevin Skovira, and Pat Wilmsen. Debby Erb was in attendance. Excused: Doug Lorenzen.

Miles Bojanic, Chair, opened the meeting at 6:30 p.m.

### REPORTS

#### Superintendent Report

- Excessive water consumption was noted, a communication was sent to Members on New Year's Eve. Many Members reported in and a leak was located by a Member who voluntarily rode the community on his bicycle to attempt to find the leak. The broken pipe was isolated and water consumption came down by 17,000 gallons/day.
- Snow removal operations are in effect. Seasonal helpers are in place, equipment is ready, and materials are staged for snow events.
- The HiJet has recently had some performance issues. It's 30 years old this year and runs very well, but the starter has been acting up. The salt spreader has been installed. The suspension appears to be acceptable with the weight of the spreader and salt.
- The skid loader is still running but still has power issues. Jeff Thompson is manager of maintenance at SEPTA and knows maintenance very well. He's been helpful with diagnosing possible problems with the skid loader.
- 350 bulbs were planted that had been donated by an MGCA Member.
- Nate will be using the winter season to focus on some more administrative/certification projects.
- Nate, Bob, and Debby attended a GIS seminar. The B&G is moving forward with GIS software so we can maintain infrastructure maps.
- Leaf collection went very well this year. The equipment is working well and the community appears to be served well by the leaf collection schedule.

#### Water Operations

1. After the leak was fixed, water operation levels were back to the usual winter rate.
2. The water committee reviewed the water source protection agreement and recommend Pat Wilmsen sign it.
3. A follow-up letter was sent to the Membership via the Newsletter to clarify some confusion surrounding the DEP lead service line information collection.

#### Tree Committee

1. Lebanon Valley Tree Care has completed the list of tree removals; the wisteria needs to be done yet. Most of the stumps have been ground so that trees can be replanted on MGCA property.

#### Building Permit Application Review

1. No permits submitted prior to the meeting.

#### MGCA Active Projects/Old Business

1. **Markwood:** The project was completed well. The final bill came in under the quote. There are some minor touch-ups that will be done in the spring.
2. **Sewer Repairs:** Bell and 4<sup>th</sup> sewer repair completed.

3. **Sewer Repair:** 7<sup>th</sup> & Otterbein sewer repair completed.
4. **3<sup>rd</sup> Street:** AH Moyer will be doing some test drills along the 3<sup>rd</sup> Street water line to determine quality and composition of water main. This will help determine priorities for work in the next 5 years.
5. **Tabernacle Runoff:** AH Moyer will be developing a plan for handling water runoff around the building while also putting a proposal together on redoing the asphalt in the Tabernacle circle.
6. **Pump House.** AH Moyer will likely have the Pump House work done by spring at the latest.
7. **Kauffman Ditch.** Still in research. It's getting worse.
8. **Garage Condition:** Got a preliminary quote for a 20x60 building that would be around \$30,000 for all 5 units. The company who did the doors on the east side of the garages would do the doors for around \$10,000. Site prep would be another \$10,000.
9. **Bollards:** Winter planning, spring placement. Will be using wooden posts that can be painted or stained for a forest look. A router can put in the names of the streets into the post so that they will look like an organic part of the Campmeeting.

#### New Business

1. None

Adjourn 7:28 p.m.

Attachments: None

**Mt. Gretna Campmeeting Association  
Building Permit Application**

(Submit to MGCA P.O. Box 428, Mt. Gretna, PA 17064 or the Chair of the B&G Committee)

Name: <u>Herbert &amp; Marion Cole</u>	<i>MGCA Use Only</i>
Address: <u>1511 Chestnut Grove Ln</u>	Date Submitted: <u>Jan 09, 2025</u>
City/State/Zip: <u>Kingwood TX 77345</u>	MGCA Assessment/Bills Paid in Full: <u>Yes/No</u>
Telephone Contact: <u>713-471-0055 (cell)</u>	Lot Number: <u>61X 091</u>
MGCA Property Address: <u>401 Bell Ave</u>	

An MGCA Building Permit Application must be submitted to the MGCA Board of Managers for review and approval as delineated in the most recent Rules & Regulations (R&R) handbook and/or as required by LCPD and West Cornwall Township (WCT). All MGCA permit applications must include an architectural scaled drawing (floor plans and elevations) and/or plot plan (See below) of the proposed work.

All projects requiring a building permit from the Lebanon County Planning Department (LCPD) first must be reviewed and approved by the Mt. Gretna Campmeeting Association (MGCA) Board of Managers. Requests for building permits from LCPD must include the approved MGCA Building Permit with architectural scaled drawings of the proposed work. All documents must be signed by the President of the MGCA Board of Managers. When applying for a building permit from LCPD, a completed duplicate copy of the County's permit application including all supporting documentation must be sent to the MGCA at the same time. Also, during the County's permit process, all and any changes or updates submitted to the County must also be sent to the MGCA at the same time.

**Improvement Information**

**A. General Project Description:**

(If more space is required, please attach another sheet.)

Addition of front porch and egress window + replacement of roof shingles and exterior painting

**B. Type of Improvement including but not limited to, Building Permit required by Rules & Regulations (Check all that apply)**

- a.  Construction or renovation work which alters the external boundaries of an existing structure (R&R 10b)
- b.  Installation of driveway, parking area or any impervious material (R&R 10b)
- c.  Remodeling/replacement of porch structure (R&R 11)
- d.  Relocation, upgrade or addition to household plumbing, heating [HVAC] systems or electrical systems (R&R 10a), propane tanks, public waste and/or water lines (R&R 13)
- e.  New and/or reconstruction of any existing chimney of any material (R&R 14)
- f.  Tree removal (R&R 16b) [In case of an emergency, where property is in imminent danger, please contact the Superintendent of Grounds.]
- g.  Fences and/or Landscaping (R&R 19)
- h.  Other (Please explain)



C. Estimated cost of improvement \$ 35,000 - \$45,000

D. Plot plan (Required for approval)

Attach a drawing showing building setbacks, proposed construction, existing structures, street(s), etc. Also show dimensions of new and existing structures and distance from property lot lines and existing structures. Owner may be required to provide, at their expense, a true and accurate description of the property, sealed and certified by a Licensed Surveyor, as required by LCPD and WCT.

E. Contractor Information

Contractor Business Name: To be determined after approval

Contractor Owner/Principal: \_\_\_\_\_

Contractor PA License #: \_\_\_\_\_

Contractor Telephone Number: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

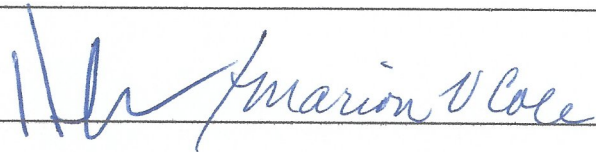
F. Application requests from R&R rules 11, 13, 14 and 16b must be submitted to the MGCA Board of Managers for approval at a regular monthly Board meeting. The MGCA Member/Owner applying for the building permit should be present at the meeting. Application request from R&R Rule 10b need to follow the above guidelines if their building request requires a variance from the Lebanon County Planning Department. If no variance is required, the President and/or an appointed representative of the MGCA Board of Managers can approve the Building Permit.

G. Permits are valid for a period of one (1) year from the date of issuance. Work authorized but not substantially started within 180 days of permit issuance date shall require a new permit.

H. Construction work with power tools interior and exterior, framing, roofing, etc. is prohibited during "Quiet Season" July 15<sup>th</sup> to August 31<sup>st</sup>. (R&R 17b)

Submissions (List all attachments to your application, e.g. plot plans, architectural drawings, etc.):

1. Survey & Plot Plan
2. Photos of Property
3. Rendering of Proposed Porch Addition
4. Cover Letter
5. \_\_\_\_\_
6. \_\_\_\_\_

Member Signature  Date 1/9/25

<p><i>This Section for MGCA use only</i></p> <p>Approved? (Yes/No) _____</p> <p>Date of approval: _____</p> <p>Signature: President, Board of Managers _____</p>
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January 9, 2025

Mt. Gretna Camp Meeting Association  
P.O. Box 428  
Mt. Gretna, PA 17064

Camp Meeting Association Board of Managers:

As relatively new residents of Camp Meeting (since December 2023) we have observed the fun and relaxation of porch-life experienced by many other residents and want to experience it ourselves. Accordingly, we would like to add a front porch to our home at 401 Bell Avenue. This project would entail constructing a covered porch on piers in the front of the house, replacing the existing bay window with French doors opening onto the porch, and adding an egress window on the side of the house for the room whose window will be under the porch. At the same time, we would paint the whole house, replace the roof, and add appropriate landscaping.

A plot prepared by a licensed surveyor, visual representation of the porch, and pictures of the house as it exists today are attached. The location of the porch is well back from the pavement of Bell Avenue and is protected from the road by a couple of large trees.

We do not plan to do final design work or request bids from contractors until we have tentative approval from the Association and County to proceed. Upon receiving that, we will solicit bids for the project, select a contractor(s) and provide additional information. Our estimate of construction costs is \$35,000 to \$45,000 depending on materials and options selected.

Your approval of this project is requested.

Sincerely,

  
Herb and Marion Cole

**LEGEND**

- IPF IRON PIN FOUND
- IPS IRON PIN TO BE SET  
(5/8"Ø x 30" reinforcing rod)
- CMF CONCRETE MONUMENT FOUND
- UTILITY POLE
- UE EXISTING UNDERGROUND ELECTRIC
- X X FENCE LINE

**HERBERT W. & MARION COLE**  
**DEED #2335-8227**  
**UPI #34-2326535-335241**  
**CONTAINING: 9,624;**  
**0.2209 ACRES**

BELL TELEPHONE COMPANY OF PA  
 C/O VERIZON  
 DEED #16-273  
 UPI #34-2326453-335199

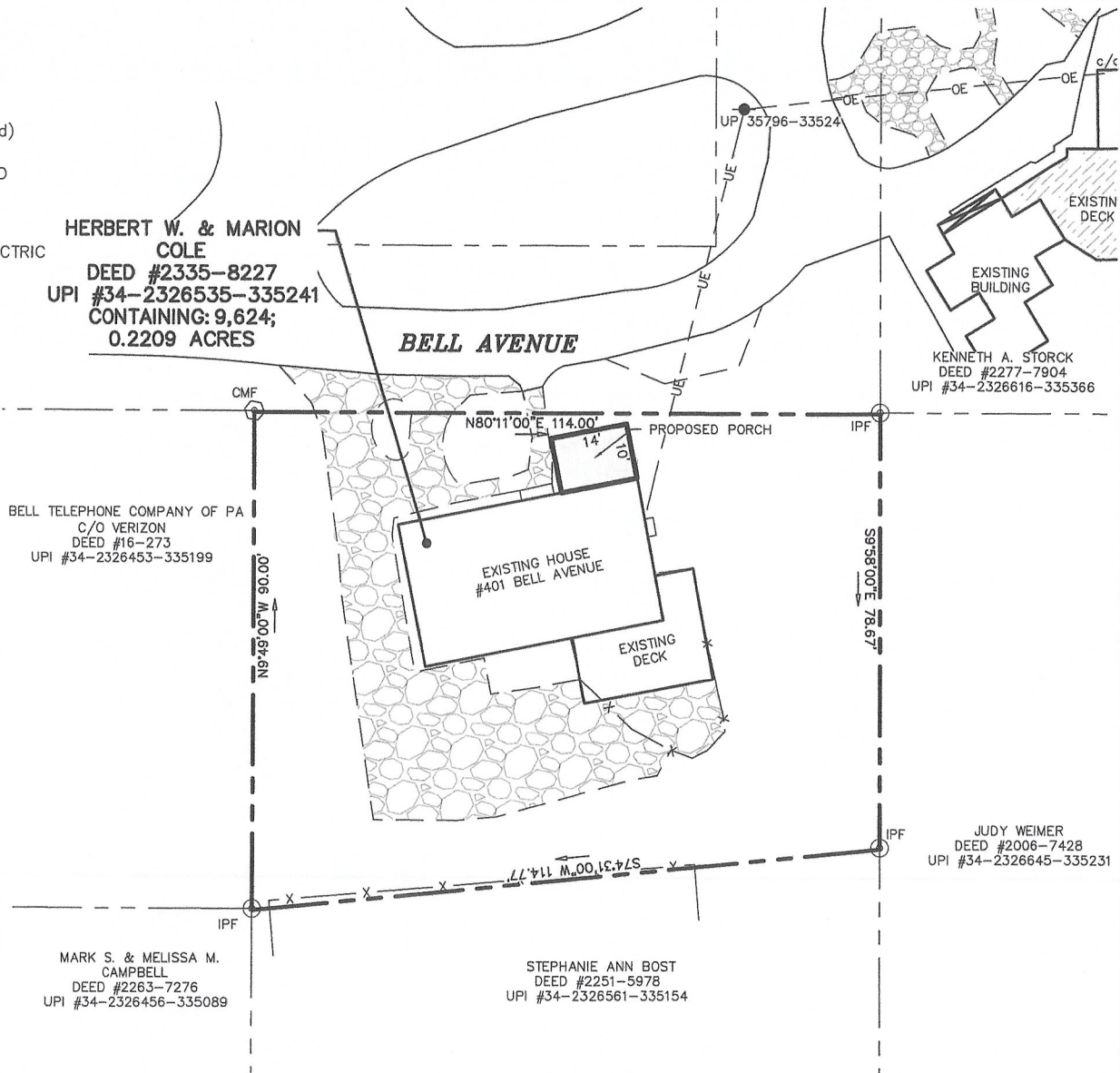
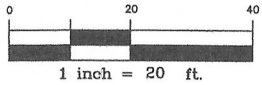
**BELL AVENUE**

KENNETH A. STORCK  
 DEED #2277-7904  
 UPI #34-2326616-335366

JUDY WEIMER  
 DEED #2006-7428  
 UPI #34-2326645-335231

MARK S. & MELISSA M. CAMPBELL  
 DEED #2263-7276  
 UPI #34-2326456-335089

STEPHANIE ANN BOST  
 DEED #2251-5978  
 UPI #34-2326561-335154



PLAN OF SURVEY  
 FOR  
**HERBERT W. & MARION COLE**  
 SITUATED IN  
 WEST CORNWALL TOWNSHIP, LEBANON COUNTY, PA

**MH**  
**MATTHEW & HOCKLEY ASSOCIATES - SURVEYING**  
LEBANON, PA 17042

I HEREBY CERTIFY THE ABOVE PLAN TO BE CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

*Russell D. Frantz*  
 1/8/25

DATE



DATE: JANUARY 7, 2025	REVISED: / /
SOURCE OF TITLE	PAGE
34-2326535-335241	2335 8227
DRAWN BY: A. NEY	SCALE: 1" = 20'
DRAWING	
C07 - COLE	SHEET 1 OF 1





## Rules Governing Participation in an-open Forum

From the Civility website.

1. Each Member who desires to speak at the Members Forum should call or email the MGCA Office no later than noon on the day of the meeting.
2. The request should state:
  - a. The name of the Member who would like to speak,
  - b. Their MGCA Cottage address, and
  - c. The general topic of their comment(s).
3. Each Member will be called upon to speak in the order in which they submitted their name and topic.
4. Each Member will be limited to three (3) minutes, as timed and recorded by an MGCA Board Member.
5. No Member will be allowed extra time to speak.
6. No member will be allowed to yield the floor to another person.
7. Character assassinations, foul language, and other inappropriate remarks will not be tolerated.
8. Neither the staff nor members of the board will directly address any members remarks during the Forum.
9. A Member expressing his/her concerns during his/her allotted time shall be extended the courtesy of silence.
10. Each Member will be unmuted/recognized when it is their turn to speak.
11. If a Member has additional items to be discussed following the Forum, they should contact the President, Pat Wilmsen, via email at [President@MtGretnaCampmeeting.org](mailto:President@MtGretnaCampmeeting.org)