



Tuesday, December 15, 2020

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, 12/15/2020 via Zoom Webinar, Mt. Gretna, Pennsylvania, Kevin Burd presided.

A quorum was present including the following: Pam Bishop, Kevin Burd, Joe Lamont, Sally Marisic, Ted Martin, Esther Mefferd, Barb Myers, Tammy Travitz, and Pat Wilmsen. Don Dale was excused.

I. Call to Order, Kevin Burd

The President called the meeting to order at 6:33 PM, Kevin Burd opened the meeting. Kevin extended a thank you on behalf of the entire Board for Pam Bishop's volunteer service to the Board of Managers, to the Campmeeting, and to the community in general as Pam's term on the Board ends.

II. Approval of Minutes

- i. Since the Minutes were distributed to Board members prior to the time of this regular monthly meeting, the reading of the Minutes was dispensed with and the revised November edited Minutes were approved on a motion by Pam Bishop, seconded by Ted Martin, and approved unanimously.

III. President's Report

- i. Correspondence from two Members addressed to the Board is part of the meeting packet and attached to these minutes.

IV. Treasurer's Report

- i. The November P&L was distributed to the Board prior to the meeting. Additional Notes:
 - At the request of the B&G, expenses for water line maintenance and sewer line maintenance will be separated to give a more accurate idea of the cost to maintain these two systems.
 - The income in November was primarily from the rental permit fees.
 - The final page of the P&L has been reformatted to include explanatory budget notes and a list of votes to release money from either restricted or designated funds.
- ii. We anticipate that there will be a significant amount of budget surplus to transfer to the capital fund at the end of the year.
- iii. Barb Myers made a motion to accept the Treasurer's report, seconded by Ted Martin the motion was passed unanimously.

V. Committee Reports

A. Buildings & Grounds – Vice-Chair, Bob Travitz

- i. The minutes of the B&G meeting from December 1, 2020 are attached to these minutes. Highlights of that report follow.
- ii. **Snow Removal:** Cheyney Property Maintenance is ready for the snow storm. The Borough will be clearing drivable streets and parking lots. In order to save resources and manpower, the MGCA is hoping to open up non-Borough plowed streets once only. The B&G is working on a living document that will identify roads that need to be opened for emergency residence and emergency equipment access.



- iii. **Leaf Pickup:** Complete for the year, all grounds maintenance hours used for the year. The leaf collection uses 65% of our budgeted labor hours; the committee is working on a more efficient method of leaf collection and disposal and hope to present these ideas to the Board in February.
- iv. **Skid Loader:** Tires have been replaced and its ready to help with snow removal.
- v. **Pinch Rd. Culverts:** West Cornwall Township is willing to clean out Pinch Road culverts at no cost as long as the MGCA supplies two personnel to direct traffic around their equipment.
- vi. **Christmas Lights:** Cheyney Property Maintenance decorated the grounds with lights and the Library with our manger scene at no labor cost to the MGCA. Our thanks to Doug and his crew! Ted Martin added his specific thanks for the decorations around the community.
- vii. **Tabernacle Roof Leak:** Doug Cheyney has repeatedly checked the Tabernacle roof during heavy rain; no leak has been detected. Previous signs of a leak were evidently misleading.
- viii. **Ames Services, Tab Snow Removal:** The B&G is recommending approval of the contract with Ames Services to remove snow from the Tabernacle and garage roofs when necessary.
- ix. **Deer Removal:** Cheyney Property Maintenance and Bill Care took care of a deer that had died on the MGCA grounds and buried it behind the garages.
- x. **Gazebo at 4th & Dickson:** Gazebo was damaged, likely in the process of picking up leaves. While the gazebo is going to be put back in its place, this incident brought to the attention of the B&G repairs that need to be made to the structure.
- xi. **Church Parking Lot and Snow Removal:** While the Borough is supposed to clear the MGUMC parking lot as part of their contract, historically they have been unable to do so due to the cars left in the lot. That has left the MGCA to clear the snow with the skid loader which is inefficient and potentially dangerous due to the slope of the lot. In an effort to make this process more efficient, after much discussion with the B&G Committee and P&P Committee, we are attempting a voluntary move of cars to enable the Borough to clear the lot. An email was sent to all Members asking them to move their cars from the lot. Laminated signs have been placed on vehicles, and on church parking lot signs, asking cars to be moved to the Carter parking lot. If this voluntary program is a success, no policy or rule will be necessary.
- xii. **Cheyney Property Maintenance Contract:** The B&G was set to recommend approval of the edited contract to the Board, but then realized the two years of the contract went beyond the approved one-year budget for the MGCA. The B&G is going to reconsider the contract at their January meeting and propose a final version to the Board for approval at the Board's January meeting.
- xiii. **Task List:** The B&G has been working on a task list for Cheyney Property Maintenance along with input from Doug Cheyney.
- xiv. **Building Permit Applications:**
The B&G recommends approval of the building permits submitted by the Mount Gretna School of Art for relocation of a propane tank and installation of an HVAC system at 411 5th Street.



The B&G recommends approval of the building permit application submitted by the O'Neals at 210 Boehm for the installation of an HVAC system.

The B&G also recommends approval of the building permit application submitted by the Henerys at 201 Bell Ave. to remove two dead trees on their property.

xv. **Becker Engineering Update** – Joe Lamont

Becker Engineering has almost finished their report on the various options for water tank replacement. A rough draft is being reviewed; Becker is responding to questions and will then present a final draft.

The three alternatives remain: repair of the current tank, replacement of the current tank and its concrete foundation, and joining with the Mt. Gretna Water Authority.

The Executive Committee is still working toward its target date of January 9th for a public session with the community.

xvi. **Harbor Engineering:** All necessary information from surveyors has been received; the drawings and applications are expected to be submitted to the B&G in January.

xvii. **Land Tract along Boulevard:** Archive Committee found Matthew & Hockley survey of tract of land from 1966 saving us \$1,500.

xviii. **Barton Garage Swap Proposal:** Expect to present a report to the Board in January or February.

xix. **Dumpster Violations:** One fine was given in the last month for dumping and littering.

xx. **Trash & Recycling:** The B&G is working with three vendors to get bids, expect to get more input after the holidays.

xxi. **Fire House Land Survey:** Joe Shay is providing a copy of their survey for our records.

- Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen

- i. Approximately 40 trees were planted around the community last month. Signs were placed with all those trees to identify them. Some cedar trees were also planted as they may help deter the spotted lantern fly. Special thanks to Joe and Ann Bering, Chet & Emily Johns, Kathy McKenna, and Garey Wilmsen for their help planting trees. Also thanks to the rest of the committee for their help this past year.

- ii. Musser's Tree Service took a tree down for the MGCA; we received many messages praising their work.

- iii. Expect to plant more trees next fall.

- iv. The Committee is still looking into a tank watering system to pull around the community.

- v. Ted Martin added a suggestion that Memorial Park receive a historic memorial plaque that explains the origin of the park – the fire – perhaps specifically name the number of buildings lost and the names of the families who lost their homes.

Barb Myers added that the Archives Committee has found documents that indicate the purpose of the park was to be a sitting area to those going to and from the Tabernacle and be a beautiful spot to sit and reflect. The Archives Committee was also hoping to have a plaque that



explained what occurred at that location and how it was to be dedicated; how the MGCA came to obtain the deeds.

B. Communications Committee

- i. The next newsletter will be out shortly, articles are due by Friday the 18th.

C. Community Activities Committee – Tammy Travitz

- i. The buzzard drop is still on for New Year's Eve, but without food.
- ii. Contracts are starting to come in for the 2021 summer Heritage Festival concerts.
 - Ad-Hoc Library Committee – Sally Marisic
 - i. No meeting, nothing to report.

D. Executive Committee – Kevin Burd

- i. Nothing to report.
 - Ad-Hoc Archives Committee – Don Miller
 - i. Continue to go through pages in the Tabernacle. In January, will have weekly meetings to go through all documents to scan, catalog, or discard.
 - Ad-Hoc Policy & Procedures Committee – Hal Myers
 - i. The committee continues to meet weekly to work on committee descriptions and is close to the end of the process. When finished, the drafts will be passed on to the Board for their review.
 - ii. The committee also worked with the B&G on a possible snow removal policy, but recommended that a voluntary program be tried before a policy/rule was put into place.

E. Finance Committee - Sally Marisic

- i. No meeting, nothing to report.

F. Nominations Committee – Esther Mefferd

- i. No meeting, nothing to report.

G. Property Ownership Committee – Pam Bishop

- i. No new property transfers in the prior month.

H. Recreation Committee

- i. No meeting, nothing to report.

I. Mt. Gretna Tabernacle Board of Trustees – Esther Mefferd

- i. The Board of Trustees' reorganization meeting is scheduled for December 17th.

J. Tammy Travitz made a motion seconded by Esther Mefferd to approve all the committee reports, the motion passed unanimously.

VI. Unfinished/Open Business

- i. The Board will continue to communicate with the community about the water project through newsletters and informational meetings.

VII. New Business

- i. Building Permits, 411 5th Street from the Mount Gretna School of Art
Ted Martin made a comment that he was glad the issues were worked through. However, a



statement from the MGSOA that they were, “The install was just early June before our artists arrived in late June and there would not have been enough time to get a permit through the MGCA. The job seemed routine and didn’t seem to be a significant issue at the time.” Ted wanted to remind the community that lack of time and the Member’s opinion about the significance of a project should have no bearing on whether or not a building permit application is submitted. Required permits should always be submitted and approved *before* work is done.

Pat Wilmsen made a motion to approve the two building permits, seconded by Ted Martin the applications were approved unanimously.

- ii. Building Permit, 210 Boehm Ave. from the O’Neals for the installation of a mini-split. There was no plot plan, but Don Dale and Bob Travitz visited the site, were able to see the pins from a survey to the property next to the O’Neals, and were able to see that the mini-splits installed under the cottage were clearly on their land. Joe Lamont made a motion to approve the building permit, seconded by Barb Myers the application was approved unanimously.
- iii. Building Permit, 201 Bell Ave. from the Henerys for the removal of two dead trees from their property. The dead trees pose a hazard to their property and the neighbors to the south. Joe Lamont made a motion to approve the building permit, seconded by Barb Myers the application was approved unanimously.

VIII. Open Forum

- i. No new items added.

IX. MGCA Community Member Comments

- i. None



Adjournment

On a motion by Esther Mefferd and seconded by Tammy Travitz, the meeting was adjourned at 7:29 p.m.

The next regular meeting will be held Tuesday, January 19th at 6:30 pm.

Attachments:

Email from Deppen to MGCA re budget & assessment

Email from MGCA to Deppen

Email from Hopkins to MGCA re Musser's Tree Service

November P&L

December B&G Report

Ames Snow Removal Contract

Building Permit Applications, Mount Gretna School of Art, 411 5th Street

Building Permit Application, O'Neal, 210 Boehm Ave.

Building Permit Application, Henery, 201 Bell Ave.


Secretary


Chairman