



Tuesday, July 07, 2021

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, 07/20/2021 via Zoom Webinar, Mt. Gretna, Pennsylvania, Kevin Burd presided.

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

I. Call to Order, Kevin Burd

The President called the meeting to order at 6:35 PM, Kevin Burd opened the meeting and noted that at the request of some members, additional member comment time would be made at the opening of the meeting before board discussion of Rule 20's proposed language change.

II. Member Comments

Questions are listed after the presenter's name. Answers are summarized at the end of the section.

- i. Karrie Hontz, 309 7th. Submitted questions prior to meeting with written comments. Written response did not answer questions.
Would like to see attorney input, specifically referencing West Cornwall Township zoning ordinances and the State Supreme Court decision in 2019 regarding rental properties.
Don't understand the urgency to increase the cap.
Would like the statistics of short-term vs long term rentals.
How many people have been denied rental permits in the last few years.
Why was there not a red-line version of the existing rule showing changes.
Who gave input into the changes of this rule.
What percentage of those who gave input were renters, vs seasonal, vs full-time residents.
Why so much authority going to the Executive Committee, the rule gives extensive authority to the committee and no minutes of the Exec committee meeting are available, for example, rule violations.
When did the Property Ownership Committee become responsible for rental properties, and are they reporting all their activity at the monthly board meeting.
- ii. Margaret Hopkins, 505 Glossbrenner. Submitted questions prior to meeting with written comments.
Appreciate sentiments regarding long-term renters, maybe we can find a way to have them more involved.
Asked for numbers of full-time, seasonal, rental homes. If they don't add up to 241 – why not?
Why don't we have information on members?
Concerned about movement of rule into policy; her understanding is that policies are not enforceable but rules are.
- iii. Linda Campbell, 402 Glossbrenner.
Supported Karrie Hontz's questions.
Agrees that long-term renters are invested in the community, but in contrast believes that short-term renters are not invested in the community and therefore questions what they contribute to the community as a whole and how their increase improves the community.



- Would also like to see a written opinion from the attorney with regard to short-term rentals and the law.
- iv. Pam Bishop, 503 1st.
Supports the Hontz's questions. Added that without a written comment from the attorney, the community does not know the attorney's opinion.
Is concerned that so much of the current Rule 20 is proposed to be moved to a policy which is not enforceable.
Would like to see a summary question and answer summary document pursuant to the written and oral comments regarding the proposed revisions to Rule 20 that have been submitted to the Board. Suggested that the vote should not be held until there was another public reading of the entire rule and until the questions submitted by the community are answered.
- v. Sandy Leyh, 310 6th.
Would like concrete details on current renters and to see a written opinion from our attorney.
Does not see a reason to increase the rental cap since the available permits will automatically be increased by eliminating long-term rentals from the count.
Re-iterated questions from submitted written comment, that they have previously requested the Board obtain a written statement from the West Cornwall Township attorney stating what effect, if any, the state supreme court ruling on rentals within a residential community has on our township and/or county.
Since West Cornwall Township has not reviewed their ordinances yet, why is the board revising the rule now instead of after the ordinances are reviewed.
- vi. Christine Slotznick, 507 3rd.
Wanted to express her full support for the revision process, though there is an aspect of the revision she does not support, noted in her written comments to the Board.
Also stated that short term rentals are a means for many families to keep cottages within the family by paying for annual costs. Short term rentals provide diversity to a community. Short term renters also become future buyers.
- vii. Bob Travitz, 502 2nd.
Stated that short term renters bring repeat visitors to our community year after year, and they support local businesses with their patronage. Reported that 6 of their previous renters are now Members in the Campmeeting.
- viii. George Leyh, 310 6th.
Given the way our homes are so close, we are in violation for current R1 and R2 zoning ordinances. Do we have any statement in writing from the WCT Board of Supervisors that allows us to exist in violation of those requirements? Are we grandfathered? What is the legal basis for the exception.
The problem is not having short-term rentals, the problem is managing the number. If the number of rentals increases, will it take us in a direction that we don't want to go.
- ix. Answers.
At the beginning of this year, the Ad-Hoc Rental Committee was disbanded and the responsibility of administering the rental rule was given to the Property Ownership Committee. The members of the committee are listed in the back of every newsletter.



As the Board discussed the rental rule and looked at the discussions from a few years ago, the Board agreed that there is a significant difference between short- and long-term rentals and how those individuals are invested in the community. When looking at the cap, the basic groups are those who rent, those who are here full-time, and those who are here part-time. What the community's comfort level is in that balance appears to be 1/3 for each. A fixed cap that does not reduce over time maintains that balance – so a number for non-full-time renters of 72 (a little less than 1/3) was arrived at.

Violations (even repeat violations) have been noted in the quarterly newsletter over the last few years. This information has not been made part of monthly meetings, but it could.

According to Robert's Rules, the Executive Committee may act on behalf of the Board when the Board is not in session. However, it is our preference whenever practical to leave all business for the monthly meetings where it can be discussed with the full Board. Confidential matters are reserved for committee discussion, any action taken by the Executive Board is always reported on at the next monthly board of managers meeting.

All the Rule information was presented to our attorney for review and to ensure it was legal. Our attorney spoke with Barb Myers and on a separate occasion with the Executive Committee. Notes from those meetings were presented to the Board, but in an effort to control costs did not ask for a written opinion.

The member data we have for residential status is based on information that we get back from owners voluntarily submitted on an annual basis. Kevin will check and report these numbers in a future meeting.

Currently, by having a rental application period only open once/year, we are aware that this has created problems for some Members and potential future Members. Not knowing how long the West Cornwall Township review process may take, the decision was made to move forward with revisiting Rule 20 at this time.

III. 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 June Minutes were approved unanimously on a motion by Barb Wilmsen, seconded by Tammy Travitz.

IV. President's Report

- i. Member comments and letters were part of the board packet and will be made part of the attachments to these minutes.

V. Treasurer's Report

- i. The June P&L was distributed to the Board prior to the meeting. Additional Notes:
 - We are at 50% of the year and receipts are where we expect them to be.
 - Ten percent late penalties have been sent out.
 - Paving expenses are in place for the Mills project.
 - Pump house expenditures may be under for the year if the mini-split system is not installed.
 - The sewer pump repair on Batdorf may cause the sewer line repair to go over for the year.
 - The general fund balances are where they are expected to be for this time of year.



- Expenses have been released from the capital project fund for Harbor Engineering and HRG for projects. When the loan has gone through for the water tower project, we expect the capital project fund to be reimbursed for expenses paid to HRG.
 - Are planning to move some funds to Fulton Bank in order to keep balances at Jonestown under the FDIC insured levels.
- ii. Ted Martin made a motion to accept the Treasurer's report, seconded by Jenn Kantmann, the motion was adopted unanimously.

VI. Committee Reports

A. Buildings & Grounds – Chair, Don Dale

- i. The minutes of the B&G meeting from July 06, 2021 were submitted to the Board prior to the evening's meeting and are attached to these minutes. Highlights of that report follow.
 - ii. Water main shut off valves need to be tested on an annual basis. Doug Cheyney will be doing this with Bill Care.
 - iii. Light Heigel will be doing a complete structural review of the Tabernacle, they are preparing a proposal and will be presented to the B&G at the August meeting.
 - iv. The board discussed how to handle street closure requests. It was recommended that a policy be developed to guide Members on how to handle street closure requests whether it be for moving, construction, or block parties and include notification to neighbors and emergency personnel. To be proposed under new business.
 - v. Still waiting for a response to MGCA questions from the Met-Ed attorney regarding right of way request to pole between 1st and playground.
 - vi. 401 7th Street requested a quiet season exception in order to finish a window installation on their property. The B&G Committee recommends approval of this request, the committee suggests giving them permission to finish the project up to July 29th with the understanding the work would be relatively quiet and could be completed in under one day.
 - vii. 411 2nd Street built a temporary gazebo on their property. A building permit was not required for the gazebo because it was a temporary structure clearly on their property, as a courtesy the Members filled out a building permit so that we would have the information on file in case questions were asked.
 - viii. Harbor Engineering invited 9 contractors to bid on the culvert project to replace the Kaufmann and 1st Street culverts. Three contractors were interested, and two bids were submitted. The low bidder was BR Kreider for \$100,970. Harbor Engineering confirmed that the Kreider bid responds to all the requirements in the plans and specifications. Don Dale discussed the financing of the project with Sally Marisic. She indicated that there is enough money in the capital project fund to pay for this project. In addition, we cannot apply for a loan for this project because we cannot get the funding we want for the water tower project if we already have another loan.
- Ad-Hoc Storm Water



- a. Hackman Paving will be developing a proposal to change/correct the drainage channels along Mills from 1st Street to Pinch Road.
- b. Jay Noble and Pat Wilmsen are looking at landscaping along Matthews Ave. to help with water runoff down the hill.
- Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
 - a. Trees have been ordered from the Penn State storm water management program. White flags will be placed on the planting sites for trees and shrubs. Members may request a tree to be planted on their property as well.
 - b. Trees planted last fall have growth around their bottoms.
 - c. Are also looking to plant more mature trees around the community.
 - d. The holly tree is recovering from its fungus.
 - e. The new growth on the rhododendrons is also not showing sign of the fungus.
 - f. The brown leaves on trees are from the cicadas. The eggs are laid higher in the trees, when they hatch the larvae eat the leaves and then fall to the ground with the leaves to hibernate for the next 17-18 years. We expect all the trees to recuperate.
 - g. The maple tree on 3rd and Glossbrenner is scheduled to come down shortly. They will also be removing a tree near 50 3rd Street which is leaning quite badly towards a residence.
 - h. Still waiting to hear back from Mr. Wanamaker with details about the memorial tree sculpture.
 - i. Trees with orange tape are dead trees that are Met-Ed's responsibility to remove because of their proximity to the wires. We are calling Met-Ed again to request that these be removed quickly.
- Ad-Hoc Zoning Committee
 - a. Jeff Steckbeck indicated he would be contacting the MGCA late in the summer to start discussions.
- B. Communications Committee – Kevin Burd
 - i. No meeting, nothing to report.
- C. Community Activities Committee – Tammy Travitz
 - i. Two Heritage Festival concerts already, and two more to come. The concerts have been going well and have been very well received.
- Ad-Hoc Library Committee –Sally Marisic
 - a. The library is continuing with a lighter schedule and it is going well.
 - b. Two book reviews are being added to the August schedule; a special thank you to Margaret Hopkins for leading these reviews.
- D. Executive Committee – Kevin Burd
 - i. The Executive Committee approved a supplemental contract to HRG for the water tower project, this supplement is attached to these minutes and was part of the board meeting packet.



- Ad-Hoc Archives Committee – Don Miller
 - a. The committee has finished going through all the documents in the filing cabinets and boxes and are now organizing them into categories and sub-categories to refile into cabinets. The scanning and posting of documents to the Google drive continues.
- Ad-Hoc Policy & Procedures Committee – Hal Myers
 - a. No new items to report.
- E. Finance Committee - Sally Marisic
 - i. No meeting, nothing to report.
- F. Nominations Committee – Esther Mefferd
 - i. Thanked everyone who has already sent in their ballots and encouraged those who have not yet voted to do so.
- G. Property Ownership Committee – Barb Myers
 - i. No properties have closed in the past month.
 - ii. Jenn Kantmann will be giving a presentation about Rule 20 under new business.
- H. Recreation Committee – Tammy Travitz
 - i. No meeting, nothing to report.
- I. Mt. Gretna Tabernacle Board of Trustees – Esther Mefferd
 - i. All the summer programs have been going well to date.
- J. Tammy Travitz made a motion seconded by Esther Mefferd to approve all the committee reports, the motion passed unanimously.

VII. Unfinished/Open Business

- i. None

VIII. New Business

- i. Don Dale made a motion to task the Policy & Procedure Committee to develop a draft policy and form to manage street closure requests. Pat Wilmsen seconded the motion, and it was passed unanimously.
- ii. Don Dale made a motion to allow the Member at 401 7th Street to have a 10-day allowance into quiet season to install 3 windows. Tammy Travitz seconded the motion, and it was passed unanimously.
- iii. Don Dale made a motion to approve the proposal from BR Kreider for the construction of the culverts at Kaufmann Ave. and 1st Streets at a stated cost of \$109,970, the project to be paid for from the Capital Project Fund. Ted Martin seconded the motion, and the motion passed unanimously.
- iv. Jenn Kantmann gave a power point presentation summarizing the input received about the final draft of the proposed changes to Rule 20 from community comments. That presentation is attached to these minutes. The slides reviewed the major provisions rule and policy, the summary of comments received during the second comment period, and the general consensus of the board of



managers

Jenn Kantmann made a motion for the Board to vote on the proposed Rule 20 with its associate policy, with an effective date of August 15th, 2021 to give time to prepare the landlord orientation and associated documents, and with the provision that all rental permit holder contact information be listed on the Campmeeting's website. Pat Wilmsen seconded the motion.

Kevin Burd asked for discussion.

Ted Martin read a statement explaining his concerns and why he would be voting no; those comments are attached to these minutes.

Barb Myers added that she disputed much of her fellow board member stated with regard to the documentation provided and her willingness to meet for further discussion.

Tamm Travitz stated that she thinks too much time has been spent on a rule that we don't need, and while she would prefer to eliminate the rule completely, she can agree to compromise and support the current rule redraft.

Jenn Kantmann stated a lot of requests have been submitted for data, and our part-time staff and volunteer members do not have the resources to "slice and dice" data the many different ways it has been requested. She believes both the previous and current administrations desired to be transparent, but data requests need to be balanced with practicality. The boards have needed to represent as best as they can what they believe to be the wishes of the community.

Esther Mefferd stated that even though she holds a long-term rental permit, she thinks the proposed cap without long term rentals being included is too high and will therefore vote no.

Kevin Burd called the question. The motion passed with supporting votes from Don Dale, Jenn Kantmann, Joe Lamont, Sally Marisic, Barb Myers, Tammy Travitz, and Pat Wilmsen. Two no votes were presented from Ted Martin and Esther Mefferd.

- v. Don Dale gave a power point presentation on the B&G need for someone to take on Superintendent tasks, whether it be a full-time, part-time, or contracted position. The presentation is attached to these minutes. The Board agreed that the matter needs to be discussed soon, and a working session will be scheduled in the near future.

IX. Open Forum

- i. No additional items presented.

X. MGCA Community Member Comments

- i. No additional comments made.

Adjournment

On a motion by Ted Martin and seconded by Sally Marisic, the meeting was adjourned at 8:57 p.m.

The next regular meeting will be held Tuesday, August 17th, 2021 at 6:30 pm.



Attachments:

Rule 20 Written Comments submitted prior to meeting

Correspondence:

- 06/27/21 Hontz Email to Board
- 06/29/21 President email response to Hontz
- 07/06/21 Linton Email to Board
- 07/06/21 President Email response to Linton
- 07/06/21 Campbell email to Board
- 07/06/21 President Email to Campbell
- 07/19/21 Leyh Email to Board

June P&L

July B&G Report

Harbor Engineering plans & specifications for culvert project

BR Kreider invitation to bid

BR Kreider bid for culvert project

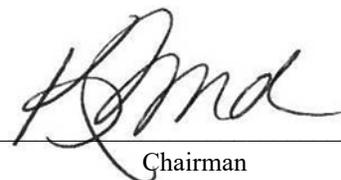
HRG Contract Supplement #1

Power Point Rule 20 Summary of 2nd Comment Period

Ted Martin Rule 20 Re-Draft and Replacement Comments

Power Point Superintendent of Grounds Presentation


Secretary


Chairman