



Tuesday, February 16, 2021

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, 02/16/2021 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 6:30 PM, Kevin Burd opened the meeting.

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 January edited Minutes were unanimously approved on a motion by Ted Martin, seconded by Sally Marisic.

III. President's Report

- i. Correspondence addressed to the Board is attached to these minutes.

IV. Treasurer's Report

- i. The January P&L was distributed to the Board prior to the meeting. Additional Notes:
 - January's income was much higher than the prior year due to the late mailing date of the 2020 assessment.
 - The 2020 4th quarter sewer bill was paid in January.
 - The new computer equipment for the office is in place.
 - The semi-annual donations to the Lawn Ambulance and the Mount Gretna Fire Co. have been made.
 - Don Dale asked who conducts our financial review. Angela Shea, a firm partner of Garcia Garman and Shea in Lebanon has been doing our annual reviews and federal tax filings. These reviews are generally received before the annual meeting and made available to Members via the website.
- ii. Don Dale made a motion to accept the Treasurer's Report. Seconded by Pat Wilmsen, the report was approved unanimously.

V. Committee Reports

A. Buildings & Grounds –Chair, Don Dale

- i. The minutes of the B&G meeting from February 02, 2021 are attached to these minutes. Highlights of that report follow.
- ii. **Snow Removal.** The 12-18" snow removal during January was coordinated very well between Cheyney and Borough crew. Received a number of compliments from the community. The map provided to crews for snow removal is being continually updated and used by crews for snow removal. It has not yet been necessary to remove snow from the Tabernacle roof.



- iii. **Storage Request.** Chip O'Neal requested and was given approval to store siding material at the rear of the Tabernacle until mid-April.
- iv. **Pest Control Contracts.** Have used the same company, Ehrlich, for pest control at the Tabernacle and Library, and termite control for the Tabernacle. Are putting together an RFP to get proposals for work on MGCA grounds. The vegetation management contracts were not renewed in 2020 and will not be used for 2021 either.
- v. **2nd Street & Glossbrenner.** There is a rock that has been located there for traffic control for years. A Member has requested that this be put in a better location, will do so when the weather is better.
- vi. **Sewer & Water Mains Drawings.** Drawings made in 2009 of the water and sewer main lines were recently given to the B&G from the Archive Committee. These maps are a good start to a master plan of our water distribution and sewer system. Willeman is still in business and interested in updating the drawings as we get more information from the Archive Committee.
- vii. **Leaf Collection Equipment.** Bob Travitz put together a presentation on leaf collection for the B&G that was made available to the Board in the Google meeting folder. The B&G reviewed the slide presentation. The committee discussed the advantages to having our own leaf collection and mulching equipment. Almost \$33,000 was spent last year alone in the labor costs for leaf collection. Would like to take saved time and put it towards other MGCA projects. Since the B&G meeting, Pat Wilmsen and her tree committee have agreed to purchase the equipment. Will be discussed in her report below.
- viii. **Street Lights.** The streetlights have been catalogued by pole number and location by Bob and Tammy Travitz. We are developing a system to notify Met-Ed and track response time. We are also going to be looking into the possibility of installing more energy efficient bulbs.
- ix. **Public Restrooms.** Wanted to establish ongoing open and close dates for public restrooms. Have set opening date of April 15 and closing date of November 1. These dates will be advertised through the newsletter and website.
- x. **No building permit applications submitted.**
- xi. **West Cornwall Township building permits.** WCT will not be contracting with Lebanon County Planning Department to issue building permits in the near future. We do not know how this may change our building permit process right now.
- xii. **Becker Engineering Water Report.** The report commissioned from Becker is complete and highlights have been shown to the community in public sessions.
- xiii. **Sewer Line Updates.** Still waiting for information from Mr. Rehab for information on repairs to lower part of 7th Street. Using disposable wipes and other non-organic items should not be flushed down into our system – they are creating clogs in our system and in Member laterals.
- xiv. **Culverts.** The plans are being finalized by Harbor Engineering, and DEP applications are being submitted.



- xv. **Land tract at 117 & Boulevard.** Will be speaking to Matthew & Hockley regarding cost of locating pins from previous surveys.
- xvi. **Barton Garage Swap Proposal.** John Barton has been in contact with Lebanon County Planning Department and is waiting for his West Cornwall Township zoning hearing. No update at this point.
- xvii. **No dumpster violations in January.** May need extra pick ups in December to manage holiday trash.
- xviii. **Curbside Trash Pickup.** An RFP has been developed to send out to local trash hauling companies that are allowed to service the Gretna area. The RFP was distributed to the Board ahead of the meeting and is attached to these minutes.
- xix. **Footpath only signs.** Due to a miscommunication, footpath only signs were placed around the community prior to a general communication to Members about the additional signage. Some Members are contesting sign placement and are in communication with the Executive Committee.
- xx. **Building Permit Revisions.** Policies & Procedure are assisting with the revision of the building permit application, expect to present for approval next month.
 - Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
 - a. Planted over 50 trees last year, mostly in the fall. Prior to the fall planting, volunteers used buckets to water the trees that had been planted in the prior 2 years. This year we will be purchasing a water cart and hoses to use with our tractor to water trees. This equipment will be paid for from the Designated Tree Fund.
 - b. Because the leaves are being removed and are not decomposing to feed the trees, about ½ of our tree maintenance budget is used to fertilize trees. With a leaf mulcher, we would be able to place leaf mulch around the trees, the mulch would decompose and eventually lessen or eliminate the need for fertilizer.
 - c. In addition, leaf mulch can be used in the Community Garden. None of the proposals for the Community Garden submitted in 2020 were accepted; the expense was too great. The Tree Committee is moving towards a woodland garden in this area. There were already trees planted by the previous tree committee, and more trees were planted this fall. Leaf mulch will be able to be used to amend the soil without the expense of removing and replacing the soil. A woodland garden would provide shade, and some sound buffers with trees and shrubs. The tree committee is fully in support of purchasing leaf mulching equipment. The committee has decided to support this proposal by purchasing the necessary equipment from the Designated Tree Fund.
 - d. Mr. Musser from Musser’s Tree Service will be walking the grounds with us in the spring to help us prioritize tree trimming and removal.
 - e. An MGCA Member, Mr. Wanamaker, has submitted his proposal for a Memorial Tree sculpture. It will be submitted at next month’s meeting.



- f. Chet & Emily Johns are going to help the Tree Committee find and apply for grants for the planting and maintenance of trees.
- B. Communications Committee – Kevin Burd
- i. Friday, March 19th is the deadline for articles for the spring newsletter. The publication of the newsletter may need to be adjusted depending on local decisions for summer events.
- C. Community Activities Committee – Tammy Travitz
- i. Tammy is meeting with the Gretna Arts Safety Plan (GASP) to coordinate a community plan for Gretna to establish common safety protocols in response to Covid. Examine CDC and State guidelines and respond and adjust their plans accordingly.
- Ad-Hoc Library Committee –Sally Marisic
 - a. NO meeting, nothing to report.
- D. Executive Committee – Kevin Burd
- i. At the September board meeting an Easement Request was approved for the property owners at 212 Boehm Avenue. After 60-days, it was recognized at the November board meeting that the easement was not finalized. Therefore, a letter was issued giving the property owners 60-days to finish the process, or have the easement rescinded. As of January 16, 2021, the request was not completed, and the easement was rescinded.
- Ad-Hoc Archives Committee – Don Miller
 - a. Still going through materials in the Tabernacle. In addition, Barb Myers has come up with an electronic filing structure to allow the B&G Chair to access historical records. Historical information is being added on a weekly basis.
 - Ad-Hoc Policy & Procedures Committee – Hal Myers
 - a. After many months of work, the committee descriptions final drafts are finished and will be presented to the Board shortly. The committee also identified a number of questions that the Board may need to address, and some problems with the By-Laws that may need to be edited. Will be working to put in a final/publishable format and then will submit to the Executive Committee.
- 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 – Barb Myers
- i. 207 Weaver closed in January, Robert Kripaitis and Stephanie Capkovic purchased the property from Jeff Lichtenstein.
- H. Recreation Committee – Tammy Travitz
- i. No meeting, nothing to report.
- I. Mt. Gretna Tabernacle Board of Trustees – Esther Mefferd



i. Nothing to report.

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. In early 2020 there were two Member special meetings, one in January and one in February, to discuss the water project options. Questions were submitted to the Board during the meetings and in a public comment period that closed January 31st. All questions, answers and comments were posted on the website and are attached to these minutes.

VII. New Business

i. **Water System Review.** Throughout 2020 the Board has discussed the needs of the water system at monthly board meetings, in quarterly newsletter articles, and frequent groups emails with links to website information as well. In sum, our current water supply system is nearly 75 years old and requires attention.

Recognizing the need for experience in water supply systems and experience to analyze the options before the Board, the Board hired Becker Engineering to produce a cost benefit analysis. The information from the Becker report was outlined to Members in the January and February Special Meetings. This information was expressed to our Membership in a “cost-per-Member” manner to best compare the options in an apples-to-apples approach. Board members listened to comments and addressed questions submitted by the Membership.

Kevin asked the Board to vote tonight on the best option to continue moving forward with the water supply system project.

ii. Joe Lamont made a motion that we consider and select Option #3, tank replacement, which would replace the tank and its foundation, and that in order to accomplish that we engage the appropriate engineering firm to accomplish in a timely manner, and establish a sincere effort to get long-term financing for project. Tammy Travitz seconded the motion.

Opened for board discussion and then community discussion.

Pat Wilmsen thanked the community for their responses, it really helped to make the decision.

Jenn Kantmann stated that she supports option #3, but recognizes that there were elements of the community that were asking the Board to wait to make a decision until further information might become available from the Mt. Gretna Authority. Jenn responded that there did not appear to be a sense of urgency from the Authority; the Board feels they can’t wait any longer with no potential end date in site.

Ted Martin. The Board has done as much due diligence as we can, have brought as much information to community as we can. Stated that he supports Option #3 with reluctance. He wished we had been able to have a community endeavor; but need to make the best decision with the options that are in front of us right now. He also thanked the community which has been quite vocal and a tremendous help in making this decision.



Don Dale. Stated that he originally wanted to get out of the water business. If we were not in a dire situation to make a decision, would still lean that way. With that said, we have spent a tremendous amount of time working on this, and with some reluctance feels this is the best option that we have at this point that will allow us to move forward. Thinks this is the best for the community.

Sally Marisic. Expressed that she was hoping that Option 4 would have worked, but time is against us and the Authority does not appear to be interested enough for us to arrive at an agreement that is in the best interest of our Members. We are looking to the future and making plans to guarantee the affordable supply of water to our community.

It was opened to comments from the Members, no one elected to speak.

Kevin asked for a vote from the board, the Board voted unanimously in support of Joe's motion.

- iii. Article VI, Section 3 of the By-Laws requires a resolution to be passed at a meeting of the Association by the Membership to incur indebtedness greater than 50% of the annual budget. Kevin made a motion that we engage in a full Membership vote in a Special Member meeting to take place on March 13, 2021 via Zoom for the purpose of obtaining and counting a vote to authorize the Board to incur indebtedness beyond 50% of the budget in order to get the necessary financing for Option #3. Absentee ballots will be made available to Members unable to attend. The motion was seconded by Pat Wilmsen. Sally Marisic noted that our attorney has affirmed that this voting option satisfies our By-Laws as well as state non-profit corporation code. The motion passed unanimously.
- iv. There will need to be an aggressive timeline with permitting, funding, engineering plans, etc. Joe Lamont and Tammy Travitz will be assisting in some of the various aspects. A project plan will be developed and put on the website so Members can follow the process.

VIII. Open Forum

- i. Sue Engle, 705 1st Street. Stated that she was glad to hear there may be an option for Members to pay up front with no interest.

Adjournment

On a motion by Tammy Travitz and seconded by Esther Mefferd, the meeting was adjourned at 8:18 p.m.

The next regular meeting will be held Tuesday, March 16, 2021 at 6:30 pm.



Mt. Gretna Campmeeting
LISTED IN THE NATIONAL REGISTER OF HISTORIC PLACES

Attachments:

Letter from MG Volunteer Fire co.

January P&L

February B&G Report

Trash RFP

Member comments, questions, and answers from January Special Meeting

Member comments, questions, and answers from February Special Meeting


Secretary


Chairman