



Tuesday, March 16, 2021

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, 03/16/2021 via Zoom Webinar, Mt. Gretna, Pennsylvania, Kevin Burd presided.

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

**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 February edited Minutes were approved on a motion by Ted Martin, seconded by Barb Myers, and approved unanimously.

**III. President's Report**

- i. As a result of the outcome of the February Board meeting, a letter was sent to the Authority and West Cornwall Township to let them know of the Campmeeting's decision to replace the water tower.
- ii. Executive Committee is currently working to draft a covid addendum for rental agreements at the Tabernacle and Heritage Park pavilion. This agreement will place the assumption of risk on the renter, as well as giving the MGCA the right to cancel an event if renter does not meet state guidelines.
- iii. During the October Board of Managers meeting, the Board voted to release \$7,000 from the Capital Fund to evaluate the concrete base of the current water tank. As a result of the Becker Engineering report, this project is not necessary. In addition, Becker Engineering's final invoice exceeded the original proposal by about \$3,500. The Executive Committee voted to use part of the \$7,000 to pay the final Becker Engineering invoices, and the remainder will be returned to the Capital Fund.
- iv. The MGCA has a standing Employee Benefit Policy that is no longer valid; at the recommendation of our Accounting Firm, a motion will be made to rescind this policy.

**IV. Treasurer's Report**

- i. The financial report was presented by Kevin Burd, The February P&L was distributed to the Board prior to the meeting. Additional Notes:
  1. The income and expenses are in line with expectations.
  2. No questions were presented.

**V. Committee Reports**

**A. Buildings & Grounds –Chair, Don Dale**

- i. The minutes of the B&G meeting from March 2, 2021 are attached to these minutes. Highlights of that report follow.



- ii. **West Cornwall Township Permit Process.** Dave Lloyd, West Cornwall Township Supervisor, and Jeff Steckbeck, WCT Zoning Officer, were invited to the B&G meeting to discuss the changing building permit process for WCT. WCT is no longer using the Lebanon County Planning Department to review their building permits. Building permit applications will now go from the Campmeeting to West Cornwall Township for review. WCT is considering establishing a historical overlay for Mount Gretna and/or a new zoning district for Mount Gretna. WCT will be seeking input from the MGCA as they move forward with these changes.
- iii. **Cheyney Property Maintenance.** Bathrooms will be open by the 1<sup>st</sup> week in April for public use.
- iv. **Storm Update.** A tree came down in a recent storm at 7<sup>th</sup> and Otterbein affecting 4 property owners. The tree was removed and cleaned up by Musser's Tree Service.
- v. **Leaf & Debris Collection.** A map is being prepared for B&G review at their April meeting to communicate to Members where their leaves and organic debris piles should be placed for collection.
- vi. **Storm Water Flow.** Examined water flow with Kevin Skovira and associate. Over the next few months, they will prepare a list of problem areas and solutions to get the storm water to Pinch Rd so that it does not all end up on Markwood Ave. There are quite a few areas to be addressed, it might be a three-year project.
- vii. **Building Permit Application** – 409 7<sup>th</sup> Street. The B&G recommends this permit application for approval by the board for Members to partially enclose a porch with screening. The B&G is also recommending the screen be installed inside the railing, that it be removeable without disturbing the architecture, and that the screening material go from floor to ceiling.
- viii. **Becker Engineering.** The project is complete, the final report has been received.
- ix. **Culverts.** The complete DEP application has been submitted to the DEP by Harbor Engineering. Approval may take as long as 6-9 months. Once the MGCA has DEP approval, an RFP will be developed and put out to bid. We anticipate evaluating contractors over the winter and doing the work in the spring of 2022.
- x. **Barton Garage Swap Proposal.** Because of the new building permit application process for West Cornwall Township, John Barton is preparing a final building permit application for B&G and then MGCA review.
- xi. **Master Infrastructure Plan.** This is a long-term ongoing project. As part of developing a map of the complete MGCA infrastructure, we are looking to locate Member water shut-offs and Member sewer laterals (vents and cleanouts) to add to the maps. We will be looking initially for Members to voluntarily send this information to the MGCA.
  1. Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
    - a. Planted 7 hornbeam trees in the last week. In addition, 6 blackberry plants were planted in the edible garden area.



- b. When the trees start to bud, white ribbons will be placed around trees that are no longer viable. New trees will be planted near the memorial trees that need to be removed.
  - c. Emily Johns is working on locating grants for the fall planting, hope to plant another 30-40 trees. The committee is willing to plant on private property as well to work to get the canopy back. If you would like to plant your own tree on your property, please make sure it is a native tree and run your selection by the tree committee.
  - d. The lantern flies are expected to be seen in the next month. Please kill them as you see them. There will be an upcoming newsletter article on identifying egg casings to locate and destroy.
- B. Communications Committee – Kevin Burd
- i. Articles for the spring newsletter are due by Friday, March 19<sup>th</sup>.
- C. Community Activities Committee – Tammy Travitz
- i. As of today, outdoor events will be allowed to go to 50% capacity.
  - ii. Porch Sale is scheduled to proceed, but not as highly advertised.
  - iii. Heritage Festival contracts have all been signed and returned.
  - iv. Discussed plans for community picnic to be held either July 24<sup>th</sup> or July 31<sup>st</sup>. Kevin stated that we may separate the two and have a virtual online annual meeting, but still have a community picnic for Members who are able to come. As a community, more Members were able to attend by hosting it online.
- Ad-Hoc Library Committee –Sally Marisic
    - a. Not present, nothing to report.
- D. Executive Committee – Kevin Burd
- i. Reported under the President’s report.
  - 1. Ad-Hoc Archives Committee – Don Miller
    - a. Still sorting through records, up through 2014. The file structure still is being expanded on Google Workspace for the B&G Committee.
  - 2. Ad-Hoc Policy & Procedures Committee – Hal Myers
    - a. Committee has been taking a small break since the committee descriptions have been drafted. The descriptions are still being made ready for the Executive Committee to review before passing them on to the Board.
- 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. No properties closed in the last month.
- H. Recreation Committee – Tammy Travitz
- i. No meeting, nothing to report.



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

- i. No meeting, nothing to report.

**VI. Unfinished/Open Business**

- i. None.

**VII. New Business**

- i. Kevin made a motion to rescind the MGCA Employee Benefit Policy at the recommendation of our accounting firm. Seconded by Pat Wilmsen, the motion passed unanimously.
- ii. Don Dale made a motion to approve the building permit application submitted by the Members who own 409 7<sup>th</sup> Street for the partial enclosure of a porch by screening, that the screen be installed inside the railing, that the screen be removeable with disturbing the architecture of the house, and that the screening go from floor to ceiling. The motion was seconded by Joe Lamont.

Barb asked if the B&G was going to define the use of screening as part of Rule #11. Kevin responded that the committee had discussed that the word “enclosure” needs to be defined as part of the rule.

Jenn Kantmann asked why the screens need to be removeable. Jenn wondered if the MGCA was over-reaching in its requirements to make the screens removeable when there is nothing specifically in a rule that states this. Barb, and Kevin addressed this question. If any portion of the railing is removed or replaced with some other structure in order to install screening, the screening structure may be moving towards a more permanent enclosure with partial walls taking away from the essential design of a porch. By stipulating the screening go from floor to ceiling and by stating that it be removeable without disturbing the architecture, the intent is to preserve the original railing design. The B&G is just trying to assure that no solid structure be put in place. This also re-affirms what the B&G understood the Members were asking for that was not specifically stated in the permit application.

After that discussion, the building permit was passed with one abstention. Esther Mefferd missed the beginning of the discussion and so abstained from the vote.

- iii. Joe Lamont stated that three firms submitted proposals for the water tower replacement project. These firms were close in price; it came down to the quality of the proposal. Joe Lamont recommended HRG to the Executive Committee, and the committee concurred. Barb Myers made a spreadsheet comparing the three proposals, this comparison had been presented to the Board ahead of the meeting and is included in the attachments to this meeting.
- iv. Engineering Firm. Three firms submitted proposals for the water tower replacement project. The three firms were very close in price. Joe Lamont recommended HRG to the Executive Committee and the Executive Committee. The proposals were from Becker, Entech, and HRG. There are many different components to these proposals. HRG stood out with an aggressive management approach. HRG had left certain aspects out of their proposal. When contacted, HRG stated that these factors had been priced into the proposals and were assumed. In a revised proposal they were specified.



HRG has also assured us that whatever work they do will be able to include well #2 and well #3 if the Board so desires. Jenn Kantmann made a motion that we proceed with HRG as our engineering firm for the water tower replacement project, seconded by Don Dale the motion was carried unanimously.

- v. The Property Ownership Committee, who oversee the administration of the rental rule, recently reviewed the rule with some community members who were originally for and some who were originally against the rental rule and presented their findings to the board. The PowerPoint presentation slides are attached to these minutes. The presentation covered:
  1. Problems w/ Current Rule
  2. Goal of Revised Rule
  3. Suggested New Rule Provisions
  4. Support and Enforcement
- vi. Pat requested that Board Members consider these points for future discussions.

Esther asked who would enforce the rule. Pat responded that the Board would enforce as they do now, but with an answering service to track complaints, there would be a lot more data to enforce rules. As it is currently, we can only enforce what Members take the initiative to bring as a complaint to the Board.

Ted asked who put the proposal together. Barb stated that the presentation was put together by the Property Ownership Committee which is composed of Barb Myers, Pat Wilmsen, Kevin Burd, and Pat Brosious.

Ted also asked who the community members were that were spoken to that gave the consensus to the problems and solutions presented. Barb Myers stated that she would ask the Members they spoke to for permission to release their names. Barb suggested a working session to review some of these ideas. Ted suggested that we also have public sessions to solicit Member comment as well. Jenn Kantmann added that she sees good edits to the rental rule, as a landlord she sees that support for landlords is added in addition to those who are concerned about rental in the community. She also stated that this appears to be responsive to the last election where Members appeared to express their thoughts about the rental rule that was passed.

Joe Lamont thanked the committee for their work; it looks like a lot of the difficult parts of the rule have been smoothed out and have considered various concerns of the community.

### VIII. Open Forum

- i. Pam Bishop, 503 1<sup>st</sup> Street. Suggested the Property Ownership Committee consult the original committee that composed the rental rule. She also reminded the board that the amended proposal to the rule was never adopted finally that also addresses some of the issues that were raised. Pam also asked if the Becker Engineering final report would be posted to the web site. Kevin replied that the final report had not been posted yet, but would be available after the entire board saw it.



- ii. Christine Slotznick, 407 3<sup>rd</sup> Street. Thanked the committee for their work, and expressed her support for the revisions.
- iii. Hal Myers, 701 2<sup>nd</sup> Street. Observed that the current rule is extremely complex. The revisions appear to help ensure that rentals are a positive part of our community without adverse effects. One way to do that is to educate and support Members who rent their properties.  
As to water shut offs and sewer laterals, the summer may be a great time to meet with Members to determine locations *and* to make sure they are operable.  
Finally, Hal wanted to thank the election committee of Don Miller, Carmen Bianco, and Barb Myers, braved the outside cold for hours to count the ballots and make that process accessible to the community and ensure transparency of the process.

#### IX. Community Comments

- i. Pam Bishop, 503 1<sup>st</sup> Street submitted written community comment, attached to these minutes.
- ii. Mary Kopala, 609 6<sup>th</sup> Street submitted written community comment, attached to these minutes.
- iii. George & Sandy Leyh, 301 6<sup>th</sup> Street submitted written community comment, attached to these minutes.

#### Adjournment

On a motion by Don Dale and seconded by Pat Wilmsen, the meeting was adjourned at 8:09p.m.

The next regular meeting will be held Tuesday, April 20<sup>th</sup> at 6:30 pm.

#### Attachments:

February P&L  
March B&G Report  
409 7<sup>th</sup> Street Building Permit Application  
Rental Rule PowerPoint slides.  
Community Comment, Pam Bishop 503 1<sup>st</sup>  
Community Comment, Mary Kopala 609 6<sup>th</sup>  
Community Comment, George & Sandy Leyh, 301 6<sup>th</sup>

Secretary

Chairman