



Tuesday, May 18, 2021

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, 05/18/2021 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 April edited Minutes were approved unanimously on a motion by Don Dale, seconded by Pat Wilmsen.

III. President's Report

- i. No report. Included in the meeting packet were two items of correspondence that will be attached to these minutes.

IV. Treasurer's Report

- i. The April P&L was distributed to the Board prior to the meeting. Additional Notes:
 - We are 33% through the year. The year-to-date professional fees include the complete year's insurance policies. The "Miscellaneous" category includes the laptop purchase and the property taxes. No questions were asked.
- ii. Sally Marisic made a motion that the April 2021 Treasurer's report be accepted, seconded by Ted Martin, the motion passed unanimously.

V. Committee Reports

A. Buildings & Grounds –Chair, Don Dale

- i. The minutes of the B&G meeting from May 04, 2021 have been posted to the website and are attached to these minutes. Highlights of that report and/or updates since that meeting follow.
- ii. **Cheyney Property Maintenance:**
 - A master key list has been created for all locks in the Campmeeting. All keys are labeled and have a copy in the office. Keys related to the water system are all stored in the pump house. Copies of the keys are also with Cheyney Property Maintenance.
 - The gutters along Pinch Road were cleaned today in conjunction with the Mt. Gretna Borough. It needs to be stated again, Members who own property bordering Pinch Road should not be putting any of their debris into the ditch along Pinch Road– it clogs the culvert pipes and causes the water to flow across Pinch Road creating hazardous road conditions.
- iii. **Batdorf Sewer Pump:** Dourte Electric has replaced the inoperational pump and the emergency light will be repaired next.



- iv. **Picnic Table:** An MGCA Member offered to donate a picnic table and benches, but the B&G did not find an appropriate location for it. The Members have since found another place to donate the items.
- v. **Building Permit:** 705 3rd has applied to replace lattice work with siding. The B&G voted to recommend approval of this building permit.
- vi. **Building Permit:** 205 4th Street, has applied to upgrade their electrical panel. The B&G voted to recommend approval of this building permit.
- vii. **Barton Garage Swap.:** Mr. Barton has received a West Cornwall Township building permit, he does not need a permit from the County. The next step is the legal transfer of the two properties which will be handled by the Executive Committee.
- viii. **RFP for Pest Control:** Doug Lorenzen sent the RFP to several local contractors, we expect proposals back from several vendors shortly.
- ix. **Culverts:** Don Dale sent invitations to eight contractors recommended by Harbor Engineering on May 17th; their interest in bidding is to be expressed by May 21st.
- x. **Emergency Management Plan:** Ted asked what the plan was for. Pat Wilmsen responded that they are trying to anticipate things that could go wrong (pipe breakages, leaks, power outages) and then have guides as to who to call or what follow up needs to happen in such a case.
- xi. **Master Infrastructure Plan:** Ted asked who was working on that project and when it may get rolled out. Don Dale said it is a work in process and may take years to complete. We've started the project with water and sewer lines from maps found in the archives. We're gathering information as we can that will show all the water lines and specifications (including Member water shut offs), sewer lines (including Member cleanouts and vents). The plan will include electric pole numbers, street lights, streets, etc.
- xii. **DEP Engineering Assessment:** Barb Myers reported that the DEP has a program that provides certain free engineering services. We completed a lengthy questionnaire for them to review to determine if the Campmeeting is eligible for their services. We hope that we will qualify to have a leak detection survey of our entire system as well as services to outline an asset management program of the water system.
 - Ad-Hoc Storm Water – Kevin Skovira
This sub-committee will be working to address water flow issues in the Campmeeting. They are working to prepare a general RFP to do some of the work that needs to be done on Bell, Matthew, and Mills. This RFP will allow the committee to evaluate if this first phase of work can be done within this year's budget.
 - Ad-Hoc Zoning – Don Dale
This sub-committee was formed to work with West Cornwall Township as WT=CT possibly develops a new zoning district for the Campmeeting. WCT expects this process to be complete by the end of this year.



- Ad-Hoc Tabernacle Renovation Committee – Emily Johns
This committee will be coordinating the efforts to possibly renovate the Violet Cassel room at the Tabernacle.
- Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
 - a. Katcha Neale reported that she contacted the Penn State Agricultural & Environmental Center. A representative met with Katcha to do a property walk through to assess our tree situation and our desire to plant more. They are going to be able to provide us with free trees, shrubs, stakes, and shelters for the trees. The MGCA needs to determine locations and tree species and a planting time will be arranged for the fall.
 - b. The Penn State center also suggested we get soil samples; some of the seedlings may not be thriving because we don't have the right type of soil.
 - c. The Penn State Center representative also suggested that we let the seedlings grow as they are the most likely to thrive.
 - d. Pat Wilmsen received her training for the 10 Million Tree project; Lebanon County is in the prime area in PA for this project. They will also be providing free trees to us; we will be getting at least 50 trees from them.
 - e. All these trees will be small. We will need to have a maintenance plan for the trees – and they will be available for Members to plant on their property as well. The trees that are planted (both from the 10 Million Tree project and the Penn State Center) will be logged into a database and tracked.
 - f. Our tractor and water tank are now on site so watering the trees will be much easier.
 - g. Mr. Musser did a community walk through. He stated that we must get the ivy off the trees; it holds in moisture and rots the bark. He also reported that some of trees, while alive, are seriously diseased. Part of our canopy maintenance may include taking down some live trees.
 - h. The Community Garden is filled with poison ivy – please be careful walking through this area.
 - i. The seedlings we planted last fall will remain for one more month before we pull them and use the warranty to get replacements.
 - j. Property lines go to the sky, so if you have dead branches over your property, those branches are your responsibility and you may remove them.
 - k. Are working on a fall work day to plant trees.
- B. Communications Committee – Kevin Burd
 - i. No meeting, nothing to report.
- C. Community Activities Committee – Tammy Travitz
 - i. The porch sale will be May 29th. The deadline to get on the map will be Saturday the 22nd.
 - ii. The Heritage Festival's first concert was moved to August, the first performance is now going to be June 19th. All performances are noted on the Campmeeting calendar and the MtGretna.com calendar.



- Ad-Hoc Library Committee –Sally Marisic
 - a. The library is cleaned and ready for the season. Another bookshelf was built and donated to the library for the children’s room. It increased the space for children’s books by 50%. We’ve added some Adirondack style resin chairs for the back patio, quite easy to maintain and clean. Clearances are being provided so that we are ready for our first official open day Memorial Day weekend.
- D. Executive Committee – Kevin Burd
 - i. The committee has been meeting monthly. Recently, we started to transition to another member of the legal team at Henry & Beaver law firm, Amy Leonard. She has similar background and experience with regard to the law she practices.
- Ad-Hoc Archives Committee – Don Miller
 - a. Report presented by Barb Myers on Don Miller’s behalf. The committee is no longer meeting weekly. Documents are still being scanned and posted to our drive. Physical documents are being organized into the same file structure that is being used on the Google drive. The committee is also working on instructions for future committees.
- Ad-Hoc Policy & Procedures Committee – Hal Myers
 - a. Hal Myers reported that the committee had worked on the proposed changes to the rental rule at the request of the property ownership committee
 - b. We expect to review the committee descriptions in their draft form with the Executive Committee to resolve a few outstanding questions before those descriptions and remaining questions get passed on to the Board for review at a working session.
- E. Finance Committee - Sally Marisic
 - i. No report at this time.
- F. Nominations Committee – Esther Mefferd
 - i. Names need to be submitted to the office by June 1st with your picture and 100 word biography.
- G. Property Ownership Committee – Barb Myers
 - i. Nathan and Anne Robinson, 702 4th
 - ii. Greg Warhola, 208 6th
 - iii. Dave & Janelle Kuligowski, 309 8th
 - iv. Update regarding Rule 20 – the recent change in MGCA legal counsel has delayed our review of language changes to Rule 20. Her observations and recommendations will be presented to the P&P committee and then to the Board. Once final language is presented to our legal counsel, it will be presented to the Membership for comment.
- H. Recreation Committee – Tammy Travitz
 - i. No meeting, nothing to report.



- I. Mt. Gretna Tabernacle Board of Trustees – Esther Mefferd
 - i. Ted Martin reported that there will be a retreat in early June, bringing together the boards for the Campmeeting, the Tabernacle Association, and the Bible Festival Committee. This meeting will review our relationship and how we hope to work together in the future.
- J. Sally Marisic made a motion, seconded by Esther Mefferd, to accept all the committee reports for the May meeting, the motion passed unanimously.

VI. Unfinished/Open Business

- i. None reported.

VII. New Business

- i. Don Dale made a motion to approve the building permit application for 704 3rd Street to replace lattice work with siding. Pat Wilmsen seconded the motion; no discussion followed. The motion passed unanimously.
- ii. Don Dale made a motion to approve the building permit application for 205 4th Street to upgrade the electrical panel service in the cottage. Pat Wilmsen seconded the motion; no discussion followed. The motion passed unanimously.
- iii. Joe Lamont reported on the Well #2 test estimate.

Well #2 is an asset that has been on reserve for quite a few years. We cannot activate it until we find it is viable for our needs. It is important to determine at this time because it will have an effect on the design of the system for the new water tank.

Joe worked with Kohl Brothers, who have done our well work over the past decades, to get an estimate for a viability test. Dave Gettle, their senior engineer, put together an estimate to test Well #2. It would consist of a series of cycles where the water is run for a period of time in accordance with a specific schedule he will devise. The various tests would continue over a period of 2 weeks. That quote is \$2,700 for Kohl Brothers and a few hundred for Dale Dourte associated electrical work. Altogether, roughly \$3,000 to determine if the water will run clear enough to meet our needs. If it does run clear, we would need permitting from the DEP for the well. If we received the permit, there would be hardware upgrades necessary to make the pump and connected equipment viable. We do not have specific estimates, but it may cost several thousand to upgrade the equipment. The wiring would also need to be replaced and done in a conduit; there is no estimate for that work. The benefit to keeping Well #2 is that we would have another backup source of water from a very valuable asset.

Kevin Burd added that we are at a cross-road with regard to Well #2. The well needs to either be abandoned or determined that we can use it.

Don Dale stated that he thought it was very important that the Board determine if the water is potable. To get backup water from the authority is very expensive – having our own backup water supply would save money in the long run.

Joe Lamont made a motion that the Board release \$3,000 from the capital fund for Kohl Brothers



and Dale Dourte to run a 2-week test of Well #2 to determine if the water is potable. Don Dale seconded the motion. In discussion, Sally Marisic added that she considered this an important investment. The motion passed unanimously.

- iv. Don Dale added that we will need volunteers to run the test. Anyone interested in providing time to be educated in the testing period and volunteer, please notify the office.

VIII. Open Forum

- i. None presented.

IX. MGCA Community Member Comments

- i. Doug Lorenzen, 503 1st.

Comment – Having Well #2 brought online as an alternate or a backup to Well #3 is essential if we are going to continue to run our water system ourselves. Thanks to Joe Lamont.

Q1, what is the latest update on the new tank system? Joe Lamont reported that about 3 weeks ago, HRG’s senior design engineer for our project spent a morning meeting with Joe, Bill Care, and an engineer from Martin Water Conditioning. They walked through all the necessary arrangements for the automation of the system, the parameters of the design, and the foundation requirements. At that same time, there was a geotechnical consulting firm that came in and did a few borings alongside the existing tank to validate that the ground is strong enough to hold the new foundation and tank. That report should be in within the next few weeks.

Q2 – New attorney, what is her name and who does she work for. Kevin Burd responded that the new attorney’s name is Amy Leonard and she is with the same firm, we are not changing law firms.

Q3 – Is there any estimate for when we may switch over with the Borough and how long we will need to be on the interconnect? Joe Lamont responded that our plans are not clear at this time because it is dependent on the DEP permitting process. If it goes quickly, we would hope to be constructing the tank in the spring of 2022. If it goes otherwise, we might not be prepared to start construction until the summer – but the MG Authority has asked us not to use their system in the summer so we would not build in that case until the fall of 2022.

Adjournment

On a motion by Ted Martin and seconded by Tammy Travitz, the meeting was adjourned at 7:48 p.m.



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

The next regular meeting will be held Tuesday, June 15th at 6:30 pm.

Attachments:

Email: 2021.04.23 Dixon 411 6th
Email : 2021.05.10 Acker 701 1st
April P&L
May B&G Report
Building Permit Application, 705 3rd
Building Permit Application, 205 4th

Secretary

Chairman