



Tuesday, April 19, 2022

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, April 19, 2022, via Zoom Webinar, Mt. Gretna, Pennsylvania, Hal Myers presided.

A quorum was present including the following: Carmen Bianco, Kevin Burd, Don Dale, Joe Lamont, Ted Martin, Esther Mefferd, Hal Myers, Katcha Neale, Tammy Travitz, and Pat Wilmsen.

**1) Call to Order, Hal Myers**

The President called the meeting to order at 6:32 p.m.

**2) Approval of Minutes**

- a) 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 March Minutes were approved on a motion by Tammy Travitz, seconded by Pat Wilmsen, and approved unanimously.

**3) President's Report**

- a) Hal Myers thanked Pat Wilmsen for running the March board meeting.
- b) There has been another Member dumpster violation in the past month. This demonstrates again the need for the revision of Rule #4 to include adherence to dumpster use guidelines.
- c) The fence violation mentioned at the last board meeting is still being addressed with Member.
- d) Chip O'Neal, Superintendent of Grounds, has submitted his verbal resignation. He will remain in the position until the MGCA finds a suitable replacement.

**4) Treasurer's Report**

- a) The March income and expense report, the year-to-date compared to budget report, and the March balance sheet were shared with the Board prior to the meeting and are attached to these minutes.
- b) Assessments are due by the end of June. The early pay discount period has closed.
- c) The internal audit is complete and motions will be made later to enable the closing of records for 2021 so they can be sent to the auditor for annual review.
- d) Kevin Burd made a motion to accept the Treasurer's February report. Don Dale seconded the motion and it passed unanimously.

**5) Committee Reports**

**a) Buildings & Grounds – Chair, Barb Myers**

- i) The B&G April meeting report was made available to the Board and to the Membership via the MGCA website prior to the evening's meeting. Highlights of that report are presented below:
  - (1) Three building permits were submitted to the B&G.
    - (a) 203 Boehm Avenue: The committee determined this application did not require a permit and was filed for information only.
    - (b) 705 3<sup>rd</sup> Street – Tree Removal: The B&G voted to recommended approval of the building permit conditionally upon the Member supplying documentation from a certified arborist that the tree was, in fact, dead. After the B&G meeting, documentation was provided, and emergency approval was given to remove the tree since it was a threat to the structure.
    - (c) 206 Castle Avenue – Tree Removal: The B&G voted to recommend approval of this building permit. It is a live tree but is rubbing the house and is a threat.
  - (2) Superintendent Activities:

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- (a) Leaf pickup has resumed for the spring.
  - (b) Assisted in several sewer backup issues in Member sewer laterals.
  - (c) Provided logistical help to Met-Ed as they replaced poles.
  - (3) B&G recommended that Rule #4 be revised to include guidelines for dumpster use. The committee provided a list of requests to the P&P committee who used those points to draft a revised rule. At the April B&G meeting, the B&G reviewed the P&P proposal, made a few minor changes, and agreed to present the revisions to the Board at tonight's meeting.
  - (4) A SendinBlue message was sent to Members to apprise them of the upcoming West Cornwall Township meetings to review new zoning ordinances. However, we were subsequently advised that there were changes to that schedule. Members should expect to receive an updated SendinBlue message with revised dates.

Ted Martin asked if the MGCA Board would be asked to give a formal response to the zoning recommendations, and if so, how that would be done. Barb responded that once the final draft is available, the Board and residents of the Township will also be able to make comments. Ben Slotznick added that the Township Zoning Team finished their review and sent it to the Township. There was insufficient scheduling time, so it was not taken up at the April meeting of the Board of Supervisors. Once the Supervisors formally accept the report, it will then be publicly available for review.
  - (5) The B&G project list is attached to the B&G minutes. Of note:
    - (a) The culvert project will be complete with asphalt work to be completed in the next few days.
    - (b) The Violette Cassel room project is about 95% complete and committee members are very pleased with the progress thus far. The room will be on the Mt. Gretna Tour of Homes in early August.
    - (c) The Tabernacle foundation work should be starting in a week and finished before the event season.
  - (6) The MGCA was asked to allow an Eagle Scout, Luke Royer, to install QR codes at the Tabernacle under the direction of the Mt. Gretna Historical Society and as part of a Tutouria walking tour of historic Gretna. An additional marker was placed at Memorial Park under the sponsorship of Ted Martin.
- ii) Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
- (1) Using a list made by Climb High in 2020, Pat and Garey Wilmsen reviewed all the trees that were recommended to be removed. They discovered that all the but one tree on that list had been dealt with or were small and not a threat to structures. The one tree that has not been dealt with is a Hemlock resting on wires at Kephart Avenue and 6<sup>th</sup> Street. Met-Ed was contacted and stated the tree is not on primary wires so they will not remove it. If the MGCA decides to remove it, we will need to pay to have the wires taken down and put back up again while the tree is removed.
  - (2) The tree at Otterbein Avenue and 2<sup>nd</sup> Street should be coming down by the end of the month. A SendinBlue message will be sent to the Membership to alert them of the schedule and the power being disconnected. The total cost of removal will be approximately \$5,000.
  - (3) Pat Wilmsen plans to bring Mr. Musser back in the fall to walk the community and make a priority list of what trees should be addressed next. However, it is not the dead trees which have fallen recently, it is live trees. Pat Wilmsen added that we are losing trees at a much faster rate than we



- can replant them.
- (4) Earth Day is April 30<sup>th</sup>. Please join us for a fun day of planting. Thank you to Don and Carol Miller for sponsoring the speaker.
  - (5) A Memorial Tree was planted in the Community Garden and a new style sign has been used.
  - (6) [Later in the meeting] Pat also reminded the board that several years ago the Board approved to release money from the Tree Fund in order to purchase a leaf mulching system. While Pat understands that the delay in purchasing the mulcher is due to availability, she reiterated that getting the mulcher is of paramount importance. It is needed not only to save money from the annual injections to fertilize trees on MGCA property, but also to make leaf mulch available for the general health of all MGCA trees.
- iii) Zoning Working Group, Ben Slotznick
- (1) Ben Slotznick had nothing additional to report beyond what Barb Myers had shared.
  - (2) Don Dale thanked Ben Slotznick for all the work done and time spent attending meetings, and preparing reports.
- iv) Tabernacle Renovation Working Group, Ted Martin
- (1) Ted Martin stated nothing more needed to be reported other than what was already shared.
- v) Storm Water Working Group, Kevin Skovira
- (1) Don Dale stated that Hackman Paving completed the work on Mills Avenue. Members who live on Mills Avenue have commented that the asphalt repairs appear to have corrected the water flow problems; the water coming down from Bell Avenue is being sent along the storm trench towards Pinch Road.  
While Hackman was here, they did some major patching in several areas, mostly along 3<sup>rd</sup> Street and Markwood Avenue.
  - (2) The Matthews Avenue project is also working quite well; the water coming down 2<sup>nd</sup> Street has lessened considerably.
  - (3) Hackman Paving, Kevin Skovira, and Don Dale will be meeting later this year to address the next stormwater drainage area to be repaired. While here they will also discuss the next areas to be patched along Boehm Avenue, Kephart Avenue, and 1<sup>st</sup> Street.
  - (4) The Working Group is investigating the possibility of putting in a raised macadam area starting at 3<sup>rd</sup> Street and Boehm Avenue and going along Boehm towards Pinch Road to prevent water from running down to Markwood Avenue.
- vi) Water Tank Replacement Project, Joe Lamont
- (1) The PennVEST loan application will be decided on April 20<sup>th</sup>. An announcement will be sent to the Membership.
  - (2) Hal Myers, Dave Lloyd, and Joe Lamont will be having a meeting with members of the Mt. Gretna Authority (MGA) to discuss what operational and financial considerations would have to be in place in order for the Campmeeting to consider joining the MGA as an option. The goal is to arrive at the best opportunity for the community.
  - (3) Well #2 testing is complete. The final set of tests demonstrated that the water flunked DEP requirements for iron content and turbidity. The iron was about 4 times over the limit, and the turbidity was over a dozen times over the limit. After discussions with Martin Water, the Certified Water Operator, HRG, and Kohl Brothers, it was decided to not include Well #2 in the water tank



replacement project. To make the water from Well #2 potable would be cost prohibitive at this time. The current plan is to continue the well in an inactive status, as long as that is allowed by the DEP.

Carmen Bianco asked if the quantity of water available had been tested. Joe responded that running the well at a rate that made the water less turbid, provided more water than the Campmeeting currently uses. As a point of reference, Well #3, our current well, provides even more water than that.

**b) Communications Committee – Hal Myers**

- i) The newsletter has been delayed in its publication; we expect it to be out to the community by the end of April.
- ii) A Member from the community, Kevin Wells, has volunteered to join the Communications Committee and lend us his writing expertise.
- iii) We are in the process of broadening our SendinBlue team. The goal is to have a team of people able to send out messages in case of an emergency.

**c) Community Activities & Recreation Committees – Tammy Travitz**

- i) The Heritage Festival activities and other community activities are on Facebook, MtGretna.com, the summer calendar booklet, and on the MGCA website.
- ii) We were able to schedule another performance on July 9<sup>th</sup> and will be asking to release money from the Heritage Festival fund to cover that performance.
- iii) The porch sale is Saturday, Memorial Day weekend, from 8 a.m. until 2 p.m.
- iv) The picnic and annual meeting will be July 30<sup>th</sup>, more details to come.
- v) Ad-Hoc Library Committee –Sally Marisic
  - (1) No report.

**d) Executive Committee**

- i) There is a scheduled hearing at the end of April for a Member who is in arrears with their assessment payment.
- ii) Ad-Hoc Advancement Committee – Pat Brosious
  - (1) Advancement Committee Report: Since the Tabernacle’s Violette Cassel Room is nearly complete, the Advancement Committee is asking for the community’s support in furnishing it. If you have a small chair, sofa or side table in good condition that may suit this space for pastors, bridal parties and performers, please contact the MGCA office. Decorative accessories are welcome, and cash donations are impactful as well. We look forward to showing this lovely space to you soon.
- iii) Ad-Hoc Archives Committee – Don Miller
  - (1) Since receiving the flat file donation from the Mt. Gretna Historical Society, the committee members have started to gather engineering drawings, survey, maps, etc. for inclusion in that file.
- iv) Ad-Hoc Policy & Procedures Committee – Katcha Neale
  - (1) Worked on the proposed changes to Rule #4. The proposed changes to the rule and dumpster sign had been shared with the Board in advance of the meeting and are attached to these minutes. Carmen asked what “oversized items” referred to. Katcha responded that if you can’t fit it into a standard trash bag, it would count as an oversized item. Typically this would apply to appliances and furniture which are specifically prohibited on the dumpster signs.



(2) The committee also reviewed the definitions and committee descriptions that had been previously approved. These are going to be added to the website so the community has access to them.

e) **Finance Committee – Pat Wilmsen**

- i) The committee is meeting the 2<sup>nd</sup> Tuesday of every month.
- ii) Christina Slotznick and Barb Myers wrapped up the internal audit of the 2021 finances. There will be a motion under new business for fund transfers to close out the year.
  - (1) The workers compensation insurance is higher than budgeted. Pat Wilmsen is proposing that we take out money from the general fund and increase the workers compensation 2022 budgeted expense line by \$1,240.
  - (2) The Kreider portion of the culvert project was completed \$9,000 under its allocation. We are proposing that money be transferred to a new ‘project’ within the capital project fund called “B&G Reserve” to be held for emergency B&G needs. While money will be held in the B&G Reserve project, it will not be spent until the Board votes to authorize its release.
  - (3) Last year the Board voted on projects but did not vote to transfer money from the General Fund for those projects. To account for this, the committee is proposing that \$41,546.66 be transferred from the General Fund to the Capital Project fund.
  - (4) The committee is also recommending that a donation be given to the Mt. Gretna Historical Society as a thank you for donating the flat file.
  - (5) Pat Wilmsen also asked the Board to consider the need for office space. Members are storing filing cabinets and equipment that will not fit in our temporary shed; there are pros and cons to having an office space. Pat Wilmsen asks the Board to consider these factors as we get closer to the budget process and will need to consider how to move forward.
- iii) A reminder to committee chairs that if you want to spend money from a fund or have needs beyond what is budgeted for the current year, those requests must be presented to the Finance Committee for their monthly meeting.

f) **Nominations Committee – Esther Mefferd**

- i) Interested candidates and their bios must be submitted no later than Wednesday, June 15<sup>th</sup> in order to be included on the ballot to serve on the Board of Managers for the 2023-2025 term.

g) **Property Ownership Committee – Kevin Burd**

- i) 400 Otterbein was purchased by Mary Dougherty.

h) **Mt. Gretna Tabernacle Board of Trustees (MGTA) – Esther Mefferd**

- i) No report.
- i) Kevin Burd made a motion to approve the committee reports. Seconded by Carmen Bianco, the motion passed unanimously.

6) **Old Business**

a) **Hybrid Meetings**

Ted Martin reported that he had spoken with Pastor Mike Remel as the MGUMC has had some hybrid meetings.

Pat Wilmsen asked what the board needs to do in order to move forward with hybrid meetings. Hal responded that we need to test the technology to ensure we can make it work, and then we can actually schedule a hybrid meeting. We also need to determine where the meetings will take place; the Tabernacle is one option. Ted added that he will be speaking further with Pastor Remel to determine if we can run the



meeting first with a simple set-up using only a laptop and a webcam.

Kevin Burd added that we need to recognize that we have more regular virtual attendees at the board meetings than we ever had physically attend meetings in the several years prior to Covid. He stated we need to make sure that a hybrid meeting cannot compromise the virtual experience.

Pat Wilmsen added that we also need to make sure the meeting can be recorded clearly as we have many Members watch the meeting after the fact on our YouTube channel. It is also important that Board Members can participate virtually in a quality way.

Carmen Bianco questioned how a webcam could pick up enough video to work, and how the lighting and sound quality would work in a larger space such as the Tabernacle.

Ted Martin will continue his research and hopefully have a test scheduled before the May meeting.

## 7) New Business

- a) Pat Wilmsen made a motion to donate \$100 to the Mt. Gretna Historical Society from the budget donation expense line as a thank you for their donation of the flat file filing cabinet valued at \$1-2,000. The motion was seconded by Ted Martin and was approved unanimously by the Board.
- b) Pat Wilmsen made a motion to transfer \$41,546.66 from the General Fund to the Capital Project Fund to cover the previously approved projects. Tammy Travitz seconded the motion, and it was approved unanimously by the Board.
- c) Pat Wilmsen made a motion to transfer \$9,000, the remaining balance of the Kreider portion of the culvert project, to a new project entitled B&G Emergency Reserve within the Capital Project Fund. The motion was seconded by Don Dale and was approved unanimously by the Board.
- d) Pat Wilmsen made a motion to transfer \$1,240 from the General Fund to the 2022 budget to pay for the insurance shortfall that we have encountered. Tammy Travitz seconded the motion, and it was approved unanimously by the Board.
- e) Don Dale stated that he had received an invoice from Light-Heigel for \$2,324.34 for developing revised drawings for the Tabernacle foundation project. Don Dale has some questions he needs to ask the company about these costs, but if this invoice needs to be paid part or in full, there is not money in the project to cover it which will be due before the next board meeting. Don Dale made a motion that up to \$2,324.34 be released from the new B&G Emergency Reserve to pay for the Light-Heigel drawings if it is indeed owed. Pat Wilmsen seconded the motion, and it was approved by a majority of the Board after discussion with Ted Martin abstaining.

As part of the discussion, Joe Lamont asked that the relationship between the MGCA and MGTA be explained and discussed at a future meeting.

- f) Don Dale made a motion that the Board approve the revisions the B&G is suggesting to Rule #4. Joe Lamont seconded the motion, and the motion was passed unanimously by the Board.
- g) Tammy Travitz made a motion to release an additional \$1,000 from the Heritage Festival fund (in addition to what was approved at the March meeting) to pay for an additional performance that is being added to the 2022 summer season. The motion was seconded by Carmen Bianco and was passed unanimously by the Board.

## 8) Open Forum

- a) Pam Bishop of 503 1<sup>st</sup> Street stated that she is concerned at the process by which Rule #4's changes were adopted. She expressed it is usual for the Board to put proposed changes to the rules out for public comment before adoption of the final rule. In addition, Pam noted that the Board had authorized meetings



between the Campmeeting and the Mt. Gretna Authority to discuss possible interconnection, and as of this date the community has not been apprised as to the substance of those conversations. She asked that a report be given by or at next month's meeting regarding the progress those discussions have made.

#### 9) **Adjournment**

The meeting was adjourned at 8:35 p.m. on a motion by Esther Mefferd, seconded by Pat Wilmsen, and unanimously approved.

The next regular meeting will be held Tuesday, May 17<sup>th</sup>, 2022, at 6:30 p.m.

#### Attachments:

March Treasurer's Report

April B&G Committee Meeting Minutes

Rule #4 and Dumpster Sign Proposed Changes

  
Secretary

  
Chairman