



Tuesday, February 15, 2022

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, 02/15/2022 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 6:30 PM.

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 January Minutes were approved on a motion by Pat Wilmsen, seconded by Katcha Neale, and approved unanimously.

3) President's Report

- a) Water tank replacement webinar was conducted February 12th. The attendance varied throughout the meeting with a maximum of around 35 attendees. The HRG representatives explained the pricing and project cost increases. The video will be posted to our website in the next few days. Specific costing data is being edited so it will not have a negative impact on contractor bids.
- b) Correspondence addressed to the Board in the prior month was in the meeting packet and is attached to these minutes. It includes a thank you note from the Executive Director of First Aid and Safety Patrol for the donation sent to them by the MGCA.
- c) The West Cornwall Township Planning Commission is reluctant to provide a letter of support for the water tower project PennVEST loan; they were concerned how the loan details were not broadly provided to the Membership. We have discussed the matter with the Township, and we trust that this past Saturday's webinar will address their concerns. The next meeting of the Commission is next Wednesday, February 23rd, and Hal Myers expects to be there to answer questions and represent the Board's position.

4) Executive Committee Report

- a) A slight adjustment to the PennVEST loan application amount was received too late to process into the materials attached to the January board meeting packet. The dollar amount changed by 9/10 of a percent. The executive committee made a decision that the revised amount was acceptable and submitted the paperwork with the revised number. The board was advised of the Executive Committee's decision, and the revised numbers were used in the presentation to the community in the 2/12/22 water tower webinar.
- b) Also ran into a technical issue with the PennVEST loan application. The resolution for authorization document needed to be witnessed by the board's Secretary. Our secretary was not available, and the MGCA by-laws allow for the appointment of an Assistant-Secretary. The Executive Committee met to vote Pat Wilmsen into the role of Assistant-Secretary. The Gmail vote is attached to these minutes.

5) Treasurer's Report

- a) The Treasurer reports were made available to the Board prior to the evening's meeting.
- b) Pat reported that the monthly reports have an entirely different format than ones presented in prior years. We are still learning how to use this new format to the MGCA's advantage for monitoring income and expenses and budgeting in the future. We expect to have the conversion work completed by the next Board meeting. There are some issues that need to be discussed with the Finance Committee (FC), and a meeting with the FC is scheduled.



- c) 21% of assessment income has been received to date, enough to cover January's expenses.
- d) The sewer bill to the Mount Gretna Authority is paid quarterly, the 2021 4th quarter bill to the authority for approximately \$30,000 was paid in January.
- e) Hope to have more information by next meeting on how we will proceed with financing the building of an MGCA office.
- f) We've had a CPA donate their time and expertise to look at our financial records on an auditing level to ensure that the records and reports we may need to provide to PennVEST are accurate.
- g) Ted Martin made a motion to accept the Treasurer's January report. Esther Mefferd seconded the motion and it passed unanimously.

6) Committee Reports

a) Buildings & Grounds – Chair, Barb Myers

- i) The B&G February meeting report was made available to the Board and to the Membership via the MGCA website prior to the evening's meeting. Barb added to or highlighted from that report the following.
 - (1) The dumpster pickup problems were resolved with Waste Management and pickups are back on track.
 - (2) After a communication with Members about high water use, the usage dropped dramatically within a few days. Water usage is back in the normal range.
 - (3) Christmas tree pickup has been completed.
 - (4) The committee is also reviewing the MGCA equipment inventory and needs in order to come to the board with equipment change recommendations.
 - (5) Over the last few years, the B&G has identified a lengthy list of policies that it would be advisable to develop. Katcha Neale, chair of Policy & Procedures, will be working on this list and will be recommending a priority list to the B&G at their next meeting. The P&P committee will then help B&G to develop these policies.
 - (6) The B&G has also developed a reporting tool which will help to track every project that needs to be considered or accomplished under the B&G. This tool tracks data such as the year of project, project manager, project status, how it will be funded, project notes and deadlines, and will be updated on a monthly basis during B&G's meeting.
- ii) Building Permit Applications:
 - (1) One building permit was submitted, but the committee determined it was for information only, as no formal permission was required.
- iii) Violette Cassel Room Project
 - (1) A contractor was finally found who could take on the project and meet our timing requirements of having the project finished before programs start in May. A concept design was shown during the meeting. This refurbishment will provide necessary storage to the Bible Festival, as well as general upgrades to the room, bathroom, and additional sink area.
- iv) MGCA Temporary Office
 - (1) The shed serving as the temporary office for the MGCA Superintendent has been delivered. Once the main office project is complete, the shed will become a rental.
- v) Zoning Working Group, Don Dale
 - (1) No new report.



- vi) Tabernacle Renovation Working Group, Don Dale
- (1) Seven different general contractors were contacted, five responded, and from those only one submitted a bid. The others could not meet the required time frame. We have a proposal for the structural work that needs to be done to the support pillars underneath the Tabernacle stage and Cassel room area. It is urgent that this proposal is accepted at this meeting in order to be placed on the contractor's schedule or the work will not be done by May 20th.
- vii) Storm Water Working Group, Don Dale
- (1) Hackman Paving is on the schedule for the 3rd or 4th week of April, weather permitting, to do the work on Mills Avenue and certain patching jobs in the MGCA.
- viii) Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
- (1) Raised bed garden request. A Member submitted a request to the B&G committee for additional raised garden beds in the community garden. The committee reviewed the request and determined the raised beds would not work with the planned woodland garden. The committee thinks there may other spaces for raised garden beds, one possible location would be around the water tower once construction work is complete.
 - (2) Members who rent raised garden beds at the water tower were notified of a potentially shorter growing season and given the option for a refund of the 2022 rental fee.
 - (3) The 10 million tree pamphlets have been put around the community. 50 native shrubs will be coming to the MGCA this year, free of charge, to be planted around the end of March.
 - (4) The tree committee is going to meet to plan an Earth Day event April 30th. We will also have 200 trees from the 10 million tree program to give away. A speaker is coming to talk about native trees and plants and their importance to our community. Please contact Pat with any ideas for Earth Day.
 - (5) All rhododendron will be sprayed against the fungus they have been developing.
 - (6) Woolly adelgid treatments will continue. Treatment is annual, alternating every other year between the northern and southern sections of the community.
 - (7) Vincie McMullen is joining the tree committee and Chet Johns is stepping down from the committee.
- b) **Communications Committee – Hal Myers**
- i) Nothing new to report. Various SendinBlue communications have been sent in the previous months with alerts/notices to Members. If any Member has concerns that they are not receiving emails, please contact the office.
 - ii) Articles are now being accepted for the spring newsletter.
- c) **Community Activities & Recreation Committees – Tammy Travitz**
- i) Kevin Wells is joining the Community Activities committee.
 - ii) The porch sale is scheduled for May 28th.
 - iii) The five Heritage Festival concerts are all set and ready to go.
 - iv) Ad-Hoc Library Committee –Sally Marisic
 - (1) No meeting, nothing to report.
- d) **Executive Committee**
- i) Ad-Hoc Archives Committee – Don Miller
 - (1) The Archive Committee has been looking for a large flat file to store archived documents. Don



hopes to report next month that one has successfully been acquired at no cost.

- ii) **Ad-Hoc Policy & Procedures Committee – Katcha Neale**
 - (1) There is nothing to report from the past month. B&G has already reported that P&P will be assisting the B&G to develop policies and procedures for the committee.
- iii) **Ad-Hoc Advancement Committee – Pat Brosious**
 - (1) Pat reported that her background is in grant writing and fundraising. The term advancement is being used because it better encapsulates what the committee is working towards – advancing the causes/needs of the community.
 - (2) Have looked into possible grants that can be pursued. In addition, there are individuals and businesses which benefit from the success of our community that may be willing to help out financially.
- e) **Finance Committee – Pat Wilmsen**
 - i) No meeting, nothing to report.
- f) **Nominations Committee – Esther Mefferd**
 - i) No meeting, nothing to report.
- g) **Property Ownership Committee – Kevin Burd**
 - i) No property transfers since the last meeting. No rental permits have been issued since the last meeting.
- h) **Mt. Gretna Tabernacle Board of Trustees (MGTA) – Esther Mefferd**
 - i) Ted Martin reported that since the January meeting, there have been a number of requested changes to the MGTA Board of Trustees slate. Ted will be asking for a vote to affirm the revised slate under New Business. The list is attached to these minutes.
 - ii) Ted has been bringing together members of the MGTA, MGCA, and Bible Festival to discuss how we work together. This led to a meeting on how we can create financial support for the many projects that need to be done to the Tabernacle and related projects. These conversations will continue.
 - iii) Part of those group discussions were also about how various organizations use the Violette Cassel room. This led to a proposed refurbishment which will meet everyone’s needs who share the space.
- i) Kevin Burd made a motion to approve the committee reports. Seconded by Carmen Bianco, the motion passed unanimously.

7) **Old Business**

a) **Well # 2 Status**

Well #2 testing was set up today and the actual testing will start tomorrow. We anticipate the results will be available within the next several weeks. If the tests are positive, we anticipate hiring an engineering firm to establish the designs to make the well operational. We have an initial estimate from HRG for around \$7,500. These expenses were included in the PennVEST loan application, but in order for the timing to coordinate with tank replacement, this project may need to be started before loan funds are available. An update will be presented at next month’s meeting.

Pat asked Joe to call HRG to find out all expenditures which might need to be made before the loan funds are available.

b) **Empty Board Position**

The Board discussed the pros and cons to adding another board member, whether it be by appointment or community vote. The consensus was to consider the issue for another month.



8) New Business

- a) Following the webinar meeting on 2/12 and in response to Member feedback during Q&A, a group was put together to have a discussion, again, with the Mt. Gretna Authority about the possibility of joining water systems. This group consists of Hal Myers, Joe Lamont, and Dave Lloyd. There were multiple discussions with the Authority when the MGCA started to explore its different options to solving the water tower problem, but the results of those discussions were not favorable to the MGCA. The MGCA has up until PennVEST makes a loan decision to decide whether or not the Authority is an option.
- b) Ted Martin made a motion that the MGCA affirm the revised slate of the MGTA Board of Trustees presented earlier in the meeting. The motion was seconded by Joe Lamont and passed unanimously.
- c) Ted Martin made a motion that the board accept the proposed room refurbishment provided by the B&G committee, provided that funding beyond the \$8,000 donation already given towards this project would be raised either by donation or provided from the MGTA. Esther Mefferd seconded the motion and the motion passed unanimously.
- d) Don Dale made a motion that the MGCA Board of Managers approve the project scope of the work for the Tabernacle structural repairs as shown on the plans prepared by Light-Heigel. As part of the motion, the work will commence upon the MGTA Board of Trustees approving the funding necessary for the total cost of the project beyond the Campmeeting's contribution of \$15,000, the total cost to include the bid from Funk & Sons (\$19,885) and the engineering work by Light-Heigel performed to date (\$3,075) and yet to be performed for inspections (approximately \$1,000). Also as part of the motion, the Board would approve the concrete pad project if the MGTA agrees to fully fund that portion of the project. Ted Martin seconded the motion. [Note: The Funk & Sons proposal does not include the concrete pad for chair storage.] Esther Mefferd abstained; the other board members voted to support the motion.
- e) Larry McKenna brought a proposal to the Board to run his play *Strictly Platonic* at the Tabernacle as a fundraiser for the Tabernacle. He would need to use the Tabernacle from 5/19/2023 – 5/25/2023 for rehearsals, and have performance dates 5/26, 5/27, and 5/28. These dates do not conflict with usage from any other groups. Larry proposed having use of the Tabernacle from the 19th through the 25th at no charge, and then paying rent for the 26th through the 28th. All proceeds after costs are deducted would be donated to the Tabernacle fund. Pat Wilmsen made a motion to accept Larry's proposal, Don Dale seconded the motion which was accepted unanimously.
- f) The MGCA By-Laws require an approval vote from the community before the Board incurs indebtedness greater than 50% of the budget (Article VI, Section 3.) Last year the community did pass such a resolution with 93% of voters approving the resolution. However, the vote last year was year specific, using a reference to the 2021 fiscal year budget. Therefore, a new membership vote is being pursued. The 20th of April is the day on which we could expect approval from PennVEST for a loan. Given that timeline, we can decide at the March 15th meeting to conduct a vote and have a special meeting with the membership on April 19th. No decision is necessary at this time, Hal simply wanted to bring the issue to the Board and let them know it would be discussed at the March meeting.

9) Open Forum

- a) Barb Myers, 701 2nd Street. Barb thanked the donor who had already made a generous donation towards the Cassel room renovation project. Barb also thanked Larry McKenna who was willing to put on a fundraising activity to raise money for the Tabernacle.
- b) Miranda Kress, 401 Bell Ave. Wanted to state for the record that a survey showed that a neighbor's fence



was on her land. Miranda has asked the neighbor to remove the fence from her property because of liability concerns, but has had no response from the neighbor. Miranda simply wanted it stated in the community record that the request had been made.

- c) Jim Campbell, 402 Glossbrenner Ave. He thanked Barb for the presentation on the project management. In November 2021, Linda and Jim exchanged emails with the B&G Committee regarding water runoff on Glossbrenner. Jim thinks Members should know the estimated cost of all capital projects and the potential impact on the annual general assessment. This information should include the name of the project, estimated cost/Member, project completion date, and the plan for the financing of the project.
- d) Larry McKenna thanked Jenn Kantmann for all the work she did on the Board, all the current board members who are volunteering, and also Ben Slotznick for his work on the zoning working group.

10) Adjournment

The meeting was adjourned at 8:31 p.m. on a motion by Esther Mefferd, seconded by Pat Wilmsen, and unanimously approved.

The next regular meeting will be held Tuesday, March 15th, 2022 at 6:30 pm.

Attachments:

Correspondence:

2022.01.28 Email to Board from Ron & Karrie Hontz, 309 7th St.

2022.01.24 Thank you note from First Aid & Safety

2022.01.29 Email to H Myers from Mike Allwein, 311 2nd St.

2022.01.29 Letter to Board from Paula Deppen, 511 5th St.

2022.02.11 Email to Board from Miranda Kress, 401 Bell Ave.

2022.01.21 Gmail record of vote appointing Assistant Secretary

January Income & Expense Report

January Balance Sheet Report

February B&G Report

Revised Tabernacle Association Board of Trustees – 2022

Secretary

Chairman