



Tuesday, September 20, 2022

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, September 20, 2022, in person at the Mt. Gretna United Methodist Church and via Zoom Webinar, Pat Wilmsen presided.

A quorum was present including the following: (in person) Ted Martin, Pat Wilmsen (via Zoom) Carmen Bianco, Miles Bojanic, Kevin Burd, Don Dale, Esther Mefferd, and Tammy Travitz. Joe Lamont was excused. 17 Members attended via Zoom, 14 Members attended the meeting in person.

### 1) Call to Order, Pat Wilmsen

The President called the meeting to order at 6:31 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 August 30, 2022 Minutes were approved on a motion by Carmen Bianco, seconded by Tammy Travitz, and approved unanimously.

### 3) President's Report

- a) Rather than being attached to the minutes, the President's Report is entered here in its entirety.  
I would like to take a moment and thank Barb and Hal Myers for all the hour and hours they put in on behalf of our community. Some may not have agreed with everything that was done under their time with the board, but no one can disagree that they gave tirelessly of themselves. They did everything from raking leaves, to putting procedures in place that will help future boards for years to come.  
I would like to officially welcome Miles Bojanic to the board. He also has already put in many hours to learn about his position, run his first BNG meeting, prepare for the new Superintendent, and do the basic grounds duties until our new Superintendent starts.  
Welcome Nate Godfrey to his new position of Superintendent. You may have already seen him around the community.  
The board held a special meeting August 30th to discuss and vote on several items in relationship to the Water Tower Replacement Project. Those minutes will be posted now that they are approved.  
In order to assure we have the proper finances in place to cover the monies that will be put aside till we can take our first draw and as Collateral for the loan, the Executive committee and the Finance committee put a Spending Moratorium in place for all expenses that are not used to cover our day-to-day activities such as lighting, safety issues, water production, garbage, salaries and work on any projects that already had signed the contracts.  
We have used Survey Monkey for a few items now. The results of some of the items will be discussed in Unfinished and New business areas or posted as attachments. Thank you to all who participated and for some of the thoughtful questions, suggestions and comments. Your feedback is very valuable. Comments that were received in connection to these surveys will also be attached to this month's minutes. This is a new tool for the board and we are still learning the best way to use it.  
I have also received several comments about how we need to return to having all the board meetings in person only. I ask that the community respects each board member's decision on how they join the meetings. They deserve for us to not question why they do not join in person or why those who do join in person do so. I will not always be able to be in person due to the fact that I am also a caretaker for my elderly parents and watch my grandchildren when they are not in school. Zoom is a much better platform for those who cannot be in person to join than the old way of joining by phone. As a nurse manager, I



used to tell the staff, we never know what the burdens others bear and why they make the decisions they do. No matter what, the honorable thing to do is to respect their choices.

In addition, I have received various questions about comments by the members at a meeting. Given the results of our survey monkey feedback will be taken at the end of the meetings.

Meetings are long but we do value your feedback. I hope the agenda we made available prior to the meeting has helped you prepare for tonight's meeting. You can always write in to the board prior to any meeting. All communications will be distributed to the entire board.

I want to allow time for comments and it seems that 3 minutes a person is the standard across many meetings of this type that I have witnessed and asked other about. Given that a majority of households are 2-person households, we will give each house hold 6 mins a meeting. I ask that you stick to this time allotment to be fair to all that are attending.

Responses to community comments from the board will be given in the next meeting, either by myself or a chair of the appropriate committee, or in written communication. The community's lawyer has advised us that this allows us to give more thoughtful and concise answers.

We are hosting an open forum meeting with the Members on Saturday, October 1st from 1-3 pm. You should have received an email about this meeting already. If you have not, please notify the office. There is no agenda by the board - this is your meeting to discuss your thoughts, ideas, concerns.

- b) Correspondence sent to the Board in the past month is attached to these minutes.
- c) Pat then showed the results of the trash/recycling curbside pickup survey – the report is attached to these minutes.

#### 4) Treasurer's Report

- a) The Jan-August expenses compared to budget report and the August balance sheet were shared with the Board prior to the meeting and are attached to these minutes.
- b) One delinquent assessment was referred to our legal counsel for the collection process.
- c) Kevin Burd made a motion to accept the Treasurer's August report. Don Dale seconded the motion and it passed unanimously.

#### 5) Committee Reports

##### a) Buildings & Grounds –Chair, Miles Bojanic

- (1) The B&G September meeting report was made available to the Board and to the Membership via the MGCA website prior to the evening's meeting. The Board did not have any questions New since the B&G Meeting – a draft procedure for leaf pickup was sent to the community. Details are still being worked out and the community will be kept updated.
- (2) Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
  - (a) The report was submitted in writing and is attached to these minutes. The Board did not have any questions.
- (3) Zoning Working Group, Ben Slotznick, George Leyh, Don Dale, and John Brosious
  - (a) Ben reported that the West Cornwall Township Supervisors approved the new zoning ordinance at their meeting earlier this month.
- (4) Project Review, Don Dale
  - (a) The project report was submitted with the B&G minutes. The Board did not have any questions.

##### b) Communications Committee – Kevin Wells

- (1) Pat announced that Kevin Wells would be nominated as chair of the communications committee.
- (2) Kevin Burd gave this month's report, September 30 is the deadline for articles for the fall newsletter.

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



- (1) No report.
  - (2) Ad-Hoc Library Committee – Sally Marisic
    - (a) The written report is attached to these minutes.
- d) Executive Committee**
- (1) Pat reported that in-between meetings, the Executive Committee voted to approve an easement to facilitate a deck rebuilding project, pending legal review.
  - (2) Water Tower Working Group – Joe Lamont  
No written report was submitted, no new activity to report since the last meeting.
  - (3) Ad-Hoc Archives Committee – Don Miller
    - (a) No report.
  - (4) Ad-Hoc Policy & Procedures Committee – Ted Martin
    - (a) No report.
  - (5) Ad-Hoc Advancement Committee – Pat Brosious
    - (a) Pat gave a special thanks to Bill and Joy Linton for their donation to cover the costs of the repairs to the Tabernacle’s bell tower.
    - (b) Pat also thanked the Emily & Jack Green for their donation to cover purchase of trees, and
    - (c) Pat reported that two promising funding grants are being applied for to put towards Tabernacle renovation projects.
    - (d) The committee will meet in early October.
- e) Finance Committee – Kevin Burd**
- (1) The committee continues to meet to work on the 2023 budget. It is expected to be finalized and presented to the community at the October board meeting. The water rate will be presented as its own line item within the general assessment. It is also known that the MGCA needs to continue to set aside funds for infrastructure projects we know are coming up in the future. Some more immediate needs also have to be funded, especially equipment needs for the grounds.
- f) Nominations Committee – Esther Mefferd**
- (1) Esther reported that two Members put their names forward for the recent board vacancy, Bill Linton and Marcie Lloyd. The Board selected Marcie Lloyd who will be voted on under New Business.
- g) Property Ownership Committee – Kevin Burd**
- (1) Four properties have been transferred and new member orientations have been completed since the last regular board meeting.
    - (a) Kristine Warner, 209 Weaver Avenue,
    - (b) Pat & John Brosious 203 Boehm Avenue,
    - (c) Dermot Sanders, 209 4<sup>th</sup> Street, and
    - (d) Nicole and Tom Stover, 701 2<sup>nd</sup> Street.
  - (2) Of the 72 short-term rental permits permitted by Rule 20 and the associated policy, 52 permits have been issued to date.
- h) Mt. Gretna Tabernacle Board of Trustees (MGTA) – Esther Mefferd**
- (1) Ted reported that a slate of Trustees will be presented for approval under New Business, as required by the MGTA By-Laws for the September meeting.
  - (2) Ted also thanked the Lintons for their generous donation.
  - (3) In addition, Ted noted that renovations to the Tabernacle bathrooms are underway, funded by donations to the MGTA Tabernacle Building Fund.
  - (4) These improvements round up a year of many renovations to the Tabernacle Building including the Violette Cassel room, the foundation repairs, and the chair storage area.



- i) Kevin Burd made a motion to approve the committee reports. Seconded by Esther Mefferd, the motion passed unanimously.

## 6) Unfinished Business

### a) Noise Rule

The survey sent to the Membership shows that the majority of respondents supported changing the quiet hours on Friday and Saturday nights to 11 p.m. The survey results are attached to these minutes.

## 7) New Business

- a) Esther Mefferd made a motion that Marcie Lloyd be appointed to the 2024 Board of Managers seat made vacant by the recent resignation of Hal Myers, effective September 21, 2022. Kevin Burd seconded the motion. There was no discussion and the motion passed unanimously.
- b) Ted Martin made a motion that Kevin Wells be appointed to be Chair of the Communications Committee. Kevin Burd seconded the motion. There was no discussion and the motion passed unanimously.
- c) Ted Martin made a motion that the following slate be appointed to be Trustees of the Mt. Gretna Tabernacle Association:  
Carmen Bianco (MGCA),  
Miles Bojanic (MGCA),  
Kevin Burd (MGCA),  
Ross Ellison,  
Shawn Gingrich,  
Bob Kettering,  
Lynne Kline,  
George Leyh (MGCA),  
Ted Martin (MGCA),  
Esther Mefferd, and  
Pat Wilmsen (MGCA). Esther Mefferd seconded the motion. There was no discussion and the motion passed unanimously.
- d) Don Dale made a motion that the MGCA Board of Managers accepts the recommendation of the Buildings & Grounds Committee to approve the building permit application submitted for 709 3<sup>rd</sup> Street to add a screened-in porch to the rear of their cottage. Kevin Burd seconded the motion. There was no discussion and the motion passed unanimously.
- e) Don Dale made a motion that the MGCA Board of Managers accepts the recommendation of the Buildings & Grounds Committee to extend the building permit application submitted for asphalt work at the Travitz garage on the west side of 1<sup>st</sup> Street near Route 117, previously approved 7/21/20, and to have a new expiration date of September 2023. Kevin Burd seconded the motion. There was no discussion and the motion passed unanimously, Tammy Travitz recused herself from the vote.
- f) Don Dale made a motion that the MGCA Board of Managers accepts the recommendation of the Buildings & Grounds Committee to approve the building permit application submitted for the Barton garage on the east side of 1<sup>st</sup> Street near 117 to replace the asphalt on the ground connecting that garage to 1<sup>st</sup> Street. Tammy Travitz seconded the motion. There was no discussion and the motion passed unanimously.
- g) Don Dale made a motion that the MGCA Board of Managers accepts the recommendation of the Buildings & Grounds Committee to approve the building permit application submitted for 403 Boehm Avenue to remove three small dead trees from their property, as described and mapped on their permit application, and at the member's expense. Tammy Travitz seconded the motion. There was no discussion



- and the motion passed unanimously.
- h) Don Dale made a motion that the MGCA Board of Managers accepts the recommendation of the Buildings & Grounds Committee to approve the building permit application submitted for 611 1<sup>st</sup> Street to remove a pine tree that is leaning progressively onto the residence, and at the Member's expense. Tammy Travitz seconded the motion. There was no discussion and the motion passed unanimously. Carmen Bianco recused himself from the vote.
  - i) Don Dale made a motion that the MGCA Board of Managers accepts the recommendation of the Buildings & Grounds Committee to approve the building permit application submitted for 111 1<sup>st</sup> Street to remove a dead dogwood tree from the rear of their property, and at the Member's expense. Carmen Bianco seconded the motion. There was no discussion and the motion passed unanimously.
  - j) Don Dale made a motion that the MGCA Board of Managers accepts the recommendation of the Buildings & Grounds Committee to approve the building permit application submitted for 501 6<sup>th</sup> Street for the removal of a pine and oak tree as described and mapped on the application which were recommended for approval by a certified arborist as posing a danger to the property, and at the Member's expense. Tammy Travitz seconded the motion. There was no discussion and the motion passed unanimously.
  - k) Don Dale made a motion that the MGCA Board of Managers accepts the recommendation of the Buildings & Grounds Committee to allow Members to purchase a 6' long hard rubber speed bump for installation on 3<sup>rd</sup> Street, approximately 20' north of Matthews Avenue; two (2) signs will be placed indicating "SPEED BUMP" with MGCA logo, installation to be by the MGCA Superintendent. Kevin Burd seconded the motion. There was no discussion and the motion passed unanimously.
  - l) Tammy Travitz made a motion to change quiet hours to begin at 11 p.m. on Fridays and Saturday, to remain at 10 p.m. on Sunday through Thursday and all-day Sunday. Ted Martin seconded the motion. There was no discussion and the motion passed unanimously.
  - m) The Policy and Procedure were given the following tasks:
    - a. Many comments on the noise rule survey requested a time when high decibel tools or leaf blowers could be used during quiet season. The P&P committee was asked to consider this and recommend changes.
    - b. Change the tree rule according to tree committee request.
    - c. Change Ad-hoc committees to standing committees if they have served more than one year,
    - d. An Archive Committee submitted request to establish procedure for certain projects,
    - e. Establish Conflict of Interest Policy
    - f. Establish Whistleblower Policy
  - n) Kevin Burd made a motion to allow the President to exercise the agreement for the Water Tank Replacement Agreement with PSI Pumping Solutions Inc. Tammy Travitz seconded the motion. There was no discussion and the motion passed unanimously.
  - o) Kevin Burd made a motion to pass the following resolution:

Therefore be it resolved that subject to the aforementioned Agreements and Bonds being found by HRG to be acceptable and approved by the MGCA's solicitor, the MGCA will authorize the president to execute the agreement for HRG to issue a Notice of Award and Notice to Proceed to PSI Pumping Solutions, Inc. for the Campmeeting Water Storage Tank Replacement Project. Don Dale seconded the motion. There was no discussion and the motion passed unanimously.
  - p) Kevin Burd made a motion to accept the HRG additional contract (Supplement #3) of \$19,000 for additional oversight and on-site visits of the water tower project. Tammy Travitz seconded the motion. Ted Martin asked how the \$19,000 would be paid for. Pat Wilmsen explained that the initial expenses for





this supplement would be temporarily paid for from the tree fund, and would be paid back at the first draw. After this discussion, the motion passed unanimously.

- q) Tammy Travitz made a motion to borrow from PENNVEST \$1,630,000 to replace our old water tower system. Kevin Burd seconded the motion. There was no discussion, and the motion passed unanimously.
- r) Pat explained that to satisfy requirements of the PENNVEST loan, a separate rate for water had to be established. As part of the 2023 budget process, the Finance Committee separated all expenses related to water production (former costs and new costs) to arrive at an annual water rate/household which will be \$562.58 for 2023. This number will vary across the years as certain expenses either rise or fall. Kevin added that at year 21, we expect a significant drop in the cost of water as the loan repayment figure goes away. Don Dale added that there is a change in the loan rate at the 5-year mark, but these figures are locked into the loan. Ted asked if this water fee and the current assessment is what Members would need to pay in 2023. Kevin stated that some of these costs were already part of the 2022 assessment and would simply be broken out to their own line.

Tammy Travitz made a motion for a rate resolution for the cost of water that would include all supplies, testing, labor, tank maintenance, the PENNVEST loan, etc. that would be per year per Member household of \$562.58. Don Dale seconded the motion.

During discussion, Ted Martin asked if this figure would correspondingly lower the other portion of the 2023 assessment. Kevin Burd answered that certain components of the water cost would be new, e.g. generator maintenance, loan repayment, and tank maintenance; about \$467 of the proposed water fee is new expense. \$95 of the proposed water fee was part of the general assessment. Pat added that with the water tank maintenance program, this water tank will last forever.

After this discussion, the motion passed unanimously.

- s) Kevin Burd made a motion to transfer \$47,000 to cover startup costs to PSI, estimated interest for the loan, additional contracts to HRG for additional onsite review of tower construction and additional consultation with HRG, \$26,500 from the Tree Fund, \$20,500 from the Markwood Paving Fund, these will be replenished when we take the first draw of the loan.
- t) Tammy Travitz made a motion to make the New Year's Eve Buzzard Drop an annual event at the Mt. Gretna Tabernacle. Don Dale seconded the motion. There was no discussion and the motion passed unanimously.

## 8) Community Comment

- i) Christine Slotznick, 507 3<sup>rd</sup> Street. She asked if a lump sum payment for the member's portion of the loan would be possible to avoid interest charges.
- ii) Kay Heberling, 210 3<sup>rd</sup> Street. Asked if the new water tower would put strain on the existing pipe infrastructure, and is a reserve in place to repair water lines.
- iii) Tom Heberling, 210 3<sup>rd</sup> Street. Asked what rate of the loan was locked in and for how many years.
- iv) Jeff Minnich, 209 1<sup>st</sup> Street. Pointed out that there is sometimes an odor near the tank that is of a chemical nature and wondered what it was and where it may come from.
- v) Jenn Kantmann, 404 3<sup>rd</sup> Street. She extended her thanks to Barb and Hal Myers for all their work. Also said she liked the new meeting format and having all the resolutions on screen. She stated that it looked like the assessment would be going up by at least \$411 to cover the new water cost, and asked if the balance of the assessment had been set for next year. Kevin Burd responded that it should be ready at the October board meeting. Kevin added that the, new water costs will not be the only



increases to the assessment as the MGCA must plan for current and future infrastructure maintenance, as well as grounds equipment purchases. Jenn also asked about the building permits that received permission to put down asphalt, she thought we were trying to minimize additional asphalt. Don Dale responded that it is not new asphalt, but the replacement of asphalt that was there and removed as part of a building project. The paving will be either fully or partially on Campmeeting property, but paid for by the Member since the original asphalt was torn up as part of the Member's building project.

- vi) Andrea George, 605 5<sup>th</sup> Street. Asked about the draft leaf collection policy. She asked what should happen to sticks. Pat Wilmsen responded that the bags would be leaf only, that sticks should be separated onto piles as they have been.
- vii) Kay Heberling, 210 3<sup>rd</sup> Street. Asked if the Borough would pick up our leaves if we piled them at the garages. Miles Bojanic responded that the leaf procedure is to get us through a difficult time this fall. We have no vendors that responded to our request for proposals, and if the Borough will pick up any of our leaves, they are very limited to where they can pick up because of the size of their equipment. Bagging leaves will allow us to easily pick up leaves this fall with the manpower and equipment we have. This is an ongoing procedure that will constantly be evaluated.

## 9) Adjournment

The meeting was adjourned at 7:51 p.m. on a motion by Ted Martin, seconded by Carmen Bianco, and passed.

The next regular meeting will be held Tuesday, October 18, 2022, at 6:30 p.m.

This meeting was recorded and will be available on the MGCA website for one month.



Attachments:

Survey Results – Board Meeting Comments

Correspondence:

Jaeme Bogrette-Stankiewicz

Sandy Leyh, 310 6th, Board of Manager seats

Bill Linton, 211 7<sup>th</sup> Street, Water Tank

Bob Rader, Kristi Donahue, 501 6th, Member Comment

Deb Griffith, 209 5<sup>th</sup> Street, Leaf & Trash collection

Survey Results – Trash Services

August Treasurer's Report

September B&G Committee Meeting Minutes

Tree Committee Report

Library Committee Report

Survey Results – Quiet Hours

Building Permits:

709 3<sup>rd</sup> Street, Screened in Porch

Garage WS 1<sup>st</sup> Street, Asphalt

Garage ES 1<sup>st</sup> Street, Asphalt

403 Boehm Avenue, dead tree removal

611 1<sup>st</sup> Street, tree removal

111 1<sup>st</sup> Street, dead tree removal

501 6<sup>th</sup> Street, tree removal

Water rates for 2023

Secretary

Chairman