

**Masthope Mountain Community  
Board of Directors Meeting  
August 24, 2019**

Transcriber: Kelli Myers  
Property Owners Lounge

8:31 AM Meeting called to order and Pledge of Allegiance said.

Roll Call: Present –Gerhard Buhler, June Murphy Carrozza, Bruno DeVinck, Anthony Falcone, Jim Fox, Herman Matfes, Foster McCoy, Rich Neidkowski, Eugene Principe, and Peter Torchio.

Absent: Ed McClary

Bruno asked for approval of the agenda. Peter would like to add the community's burning rules to Old Business. Anthony would like to add a discussion about the recording of the minutes in New Business. Herman would like to share possible candidates for the Technology Committee. Randy asks for the road bids to be opened now so he can begin reviewing them. Agenda approved unanimously.

Bruno asked for the approval of the Minutes from the July 27th, 2019 Board of Directors Meeting.

Gerhard explains that there was no final version sent out to the board. The approval of the minutes will be tabled until next month's meeting.

Anthony explains that there are 3 versions of minutes. There was discussion about the details in the minutes. June stated that according to Roberts Rules, board meeting minutes are to be what is done at a meeting, not what is said. It was clearly explained that we do not do verbatim minutes. Some feel that there is too much conversation put into the minutes. Discussion developed about streamlining the minutes and livestreaming the meetings. Anthony will be the point of contact for edits and acknowledgements of receiving the minutes.

Treasurer's Report- for period ending July 31st, 2019. Gerhard Buhler-see attached.

The Treasurer's Report was approved unanimously.

June Carrozza asks for a moment of silence for the passing of Sheldon Langer.

Correspondence-June Carrozza stated that she received correspondence from Jim Porter regarding the ATV Course that Sheldon instructed. Jim is going to get certified to be the instructor of the course. Jim would assist Sheldon when the courses were taking place in the past. Another correspondence was from a homeowner who was concerned about roadways. June responded back that the area of concern is going to be fixed. The third correspondence was from a homeowner who is late paying dues and would like the accrued interest removed. It was explained that we don't waive interest charges.

Bruno called for Committee Reports

- a. Ski & ATV-June stated that Sheldon taught us one more thing that we should always have a backup plan. Sheldon Langer will be greatly missed by all.
- b. Audit-Maria Porter-No report.
- c. Strategic Plan-Rose Perrotti-Sheldon was a member of this committee since 2012. He will be missed terribly. There have been approximately 370 completed surveys. One question on the survey was if there was any interest in an ice-skating rink. The survey shows great interest in a rink. The response has been 80% yes to a rink. The committee would like to bring this to the membership to vote on in the November GMM. Rose had a couple of ideas for funding the project. Randy expressed concern about the expectations of the property owners on the ice-skating rink. He continued that there is a lot more to maintaining the rink than expected. Most temporary rinks fail. Upkeep and weather are the biggest obstacles. Concerns are expectations and budget. Discussion continued. This will be addressed next meeting in Old Business. This allows another month to gather more survey results.
- d. ECC-Peter Torchio-See attached. The committee would like to change the burning rule. They would like to allow burning on the weekends from the weekend after Labor Day through the weekend before Memorial Weekend. The committee would like to allow the torpedo style 280-gallon tank to not be buried but would still require screening. There is still no information available about greenhouse guidelines. There are currently 24 people interested in participating in the DMAP Program. They will be scheduling a meeting to distribute rules and regulations on the hunt.
- e. Westcolang Lake Association- Gerhard Buhler-There is a meet and greet Sunday at 10am in the Property Owners Lounge. He encourages all to attend.
- f. Document Review-Gerhard explains that the committee has 2 new property owners who are interested in joining the committee. Once a motion for the new members is passed, the committee will be staffed consistent with the Bylaws. The committee has discussed the need for a content management system.
- g. Fire Prevention-Jim Fox-It has been a good, wet summer. Leaves will be falling soon.
- h. Beautification-Leatrice Langer-no report.
- i. Ski RFI/RFP-Ed McClary-The Committee is on hiatus.
- j. Pass Policy Review-Gerhard Buhler-no report.
- k. Amenities-Anthony Falcone-Nothing to report. The committee hasn't met since they presented their report to the board. Amenities and Strategic Planning Committees mirror each other. He feels that this committee should merge with Strategic Planning. Discussion continued.

President's Report-June Carrozza-She explains that the mountain is short-handed with staff. She asks if there is something Mashope can improve on to attract employees. Randy answered that it is reviewed all of the time and there is no staff anywhere. Woodloch is struggling too. We are not in the most convenient area to get to either. June explains that she will be attending a Board Leadership Workshop on September 7<sup>th</sup>.

Manager's Report-Randy Schmalzle-see attached.

Bruno expresses his concern about the blind spot when exiting River Park. The stop sign that is in place right now is great. Can it stay after the single lane work is done? Randy will look into it.

Peter attended the pool party and he felt it was too dark. The flag needs to be illuminated also. The trees are covering the lights and not allowing them to light the walkways around the lodge. He continued that there are some cracks in the walkways that need to be fixed. He addressed the condition of the lifeguard chairs. Randy answered that they are planning on either fixing or replacing the guard chairs for next year. He will look into the lighting situation and condition of walkways.

June asked how are we handling the scanners and equipment since Sheldon was such a big part of the maintenance and reportings. Randy answered that we are working with Chris Marshall, our IT person, and that things are under control.

Jim would like to see a double pizza oven in the scramble. Randy explained that it is apart of capital reserve for this year. Jim would like to have another rotating fan set up at the Tiki Bar.

Anthony asked if there would be a report available on ice cream sales at the beach café. Randy answered no that the register system used is very simple. They could get an idea by going through the ice cream invoices.

Gerhard asks if they should budget in additional funds for sign on bonuses when hiring staff to stay competitive. Randy answered that they could review that.

The condition of the beach bathrooms were addressed.

Herman asked if something could be done with the rocks at the launch area. Randy explained how they have attempted to clean up the rocks over the years and will continue to look at other possible options.

June had a homeowner request more recycling containers at the beach.

Jim inquired about new Tiki furniture. Randy answered that they are looking for new furniture.

### **Old Business:**

Herman explained that he has 4 applicants for the Technology Committee: Jim Desposito, Tom Brown, Joe Gagnon and Cedric Halbach. Gerhard is also interested in joining the committee.

A discussion took place regarding the need for a social media policy and a recording policy for the community. Any proposal will be reviewed by legal counsel.

## **New Business:**

Bruno read motions.

Randy stated that the ATV/UTV Policy should be readdressed pertaining to the different classes/types that exist now. He feels it should go to a committee to research. Anthony stated that he didn't feel a committee was necessary for just researching the different classes. Randy answered that he would have a classification report for next meeting. Anthony did agree with Herman when he stated that an ATV/UTV Committee should be formed to give direct feedback to the board on various items such as trail conditions. Discussion ensued.

Gerhard stated that a motion is needed to fund the awning at the beach house and one to approve the members of the Technology Committee.

Property Owners Time 10:19am:

Rich Seidel 578MR-He comments how the Marketplace improved dramatically. He added that it may be beneficial for public safety to sit with the ATV Committee to address their concerns. No committee has been formed.

Bill Chillianis 284MR-He addresses his concern about renters and them taxing the amenities. He would like the renters to pay an amenity fee. Gerhard answered that was discussed in the Pass Policy Committee. Anthony added that the Amenity Committee discussed this option also. Discussion continued. With respect to the recent ruling of the PA Supreme Court on short-term rentals, Ron and Gerhard explain that short-term rentals are currently not a permitted use in Lackawaxen Township. The township is discussing the option of allowing communities to decide whether to allow short-term rentals. It was discussed that the Masthope Rental Policy needs to be reevaluated.

Mike Seyfried 157MR-He explained that he believes that there are a lot of members against rentals in the community and does not feel that the board should start a petition supporting short term rentals. Bruno agreed and added that individuals should start a petition supporting their views.

Rose Perrotti 164RF-Rentals have been an issue in the community for years. She feels that there needs to be a comprehensive policy in place. Discussion continued and a suggestion was made to have the ID Pass Policy Committee look into updating the current rental policy. Gerhard stated that he would like the ID Pass Policy Committee to be renamed to the ID Pass and Rental Policy Committee so the committee could reevaluate the rental policy that is currently in place.

Paul Mora 643MR-He notices a foul odor on Masthope Plank Road. He is assuming that it is the community's septic system. Is this an issue? Randy explained that it is normal. It is not being overused or failing.

Carl Stygar 243MR-He explains about an incident that occurred at the pool.

Jerry Ferraiuolo 861RF-He explains the issue when members save chairs at the pool.

Paul Mora 643MR-He feels that they should add more chairs at the pool.

Kim Malinowski 1059FW-She states that more chairs would mean more people in the pool.  
Discussion continued.

Bill Chillianis 204MR-Brought up the previous ATV Committee.

Mike Seyfried 157MR-He addresses the Restrictive Covenants. He would like members to read his letter that is attached to the May Minutes regarding the classes of membership.

Jerry Ferraiuolo 861RF- Asks if there is going to be a 911 ceremony. Bruno answered that he would need to speak to Randy.

**MOTION 01:08:24:19**

**Whereas the lodge sprinkler system is undergoing a 5-year inspection and Whereas several items have been identified in need of upgrades and replacements,**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves up to \$6,000 to be spent on necessary inspections, maintenance, up grades and replacements out of the lodge loan surplus funds.**

**FIRST: JUNE CARROZZA  
SECOND: GERHARD BUHLER  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 02:08:24:19**

**Whereas the Masthope Mountain Community Planned Spending Plan for the 2019-2020 budget year calls for the replacement of one of the Kubota mules vehicles currently in service,**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves to spend up to \$10,000 for the purchase of a replacement vehicle out of the Masthope Mountain Community Restricted Reserve Account-General.**

**FIRST: GERHARD BUHLER  
SECOND: JIM FOX  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 03:08:24:19**

**Whereas it is a legal requirement under PA laws to have back flow protection devices installed and Whereas water services for the beach house, stables and lodge still need to be equipped this way,**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves to spend up to \$5,000 for the back flow protection device installation and certification, to be funded from the Board of Directors Operating Contingency Funds.**

**FIRST: JUNE CARROZZA  
SECOND: FOSTER MCCOY  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 04:08:24:19**

**Whereas the Masthope Mountain Board of Directors has approved new ice cream services at the Beach House,**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves to spend up to \$3,000 for the purchase and installation of a food window awning to be paid from the Beach Loan surplus funds.**

**FIRST: ANTHONY FALCONE  
SECOND: HERMAN MATFES  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 05:08:24:19**

**Whereas the Document Review Committee (DRC) is a standing committee per the Bylaws of the Masthope Mountain Community and Whereas the DRC has been actively looking for new volunteer members to join the Committee**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves Carol Guerriero and Thomas Garrity as new Committee members.**

**FIRST: GERHARD BUHLER  
SECOND: HERMAN MATFES  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 06:08:24:19**

**Whereas there is a need to be prepared for legal changes regarding short-term rentals and Whereas the Masthope Rental Policy needs to be revised**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors extends the current mandate of the ID Pass Policy Committee to include recommendations for revisions of the existing Masthope Rental Policy and renames the committee to be the ID Pass and Rental Policy Committee.**

**FIRST: GERHARD BUHLER  
SECOND: RICH NEIDKOWSKI  
MOTION PASSES: FOR 10, AGAINST 0**

**MOTION 07:08:24:19**

**Whereas there is a decision to be made on the vendor to maintain the MMC roads. A review of the sealed bids was conducted**

**Therefore be it resolved that the Masthope Mountain Community Board of Directors approves Wayco, Inc to receive the MMC contract for the road repairs. Amount to be awarded is \$210,783.74. Road shoulder work not to exceed \$10,000 as per the attached bid.**

**FIRST: GERHARD BUHLER  
SECOND: FOSTER MCCOY  
MOTION PASSES: FOR 10, AGAINST 0**

Public Meeting Adjourned 11:30am.  
Executive Session began 11:45am.  
Executive Session ended 12:15pm.  
Meeting Adjourned 12:16pm.

Treasurer's Report for Period Ending July 31, 2019

Unaudited

Collections - YTD

	Jul 18	Jun 19	Jul 19
Total	2040	2038	2038
Billable	1742	1718	1718
Paid in Full	1419	1385	1411
Percent	81.5%	80.6%	82.1%
Outstanding - Lots	323	333	307
Outstanding - Dues		\$442,340	\$393,544
Total Bad Debt Lots	53	31	31

Unrestricted Income and Expense - YTD

	Jul 18 YTD	Jun 19 YTD	Jul 19 YTD
Revenues to date	\$2,307,615	\$2,328,720	\$2,475,242
Expenses to date	\$714,438	\$437,921	\$704,295
Net Surplus (deficit)	\$1,593,177	\$1,890,799	\$1,770,947
Margin (Net/Revenue)	69.0%	81.2%	71.5%

The Summit - YTD

Revenues to date	\$424,066	\$207,466	\$472,847
Expenses to date	\$443,030	\$266,444	\$486,145
Net Surplus (deficit)	<b>(\$18,964)</b>	<b>(\$58,977)</b>	<b>(\$13,298)</b>
Inventory		\$44,248	\$46,498

The Market Place - YTD

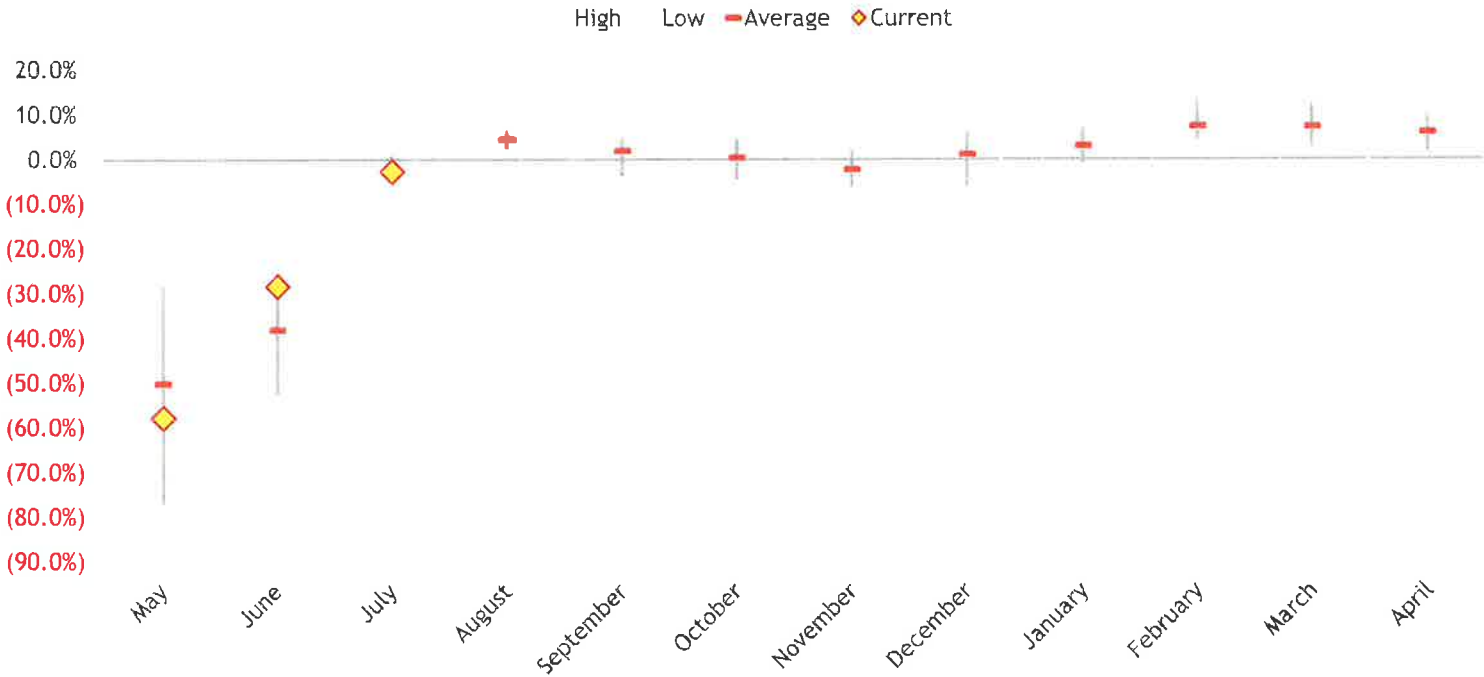
Revenues to date	\$136,956	\$85,159	\$157,338
Expenses to date	\$157,576	\$102,757	\$159,944
Net Surplus (deficit)	<b>(\$20,620)</b>	<b>(\$17,598)</b>	<b>(\$2,606)</b>
Inventory		\$0	\$22,574

Summit/Market Net Surplus (Deficit)

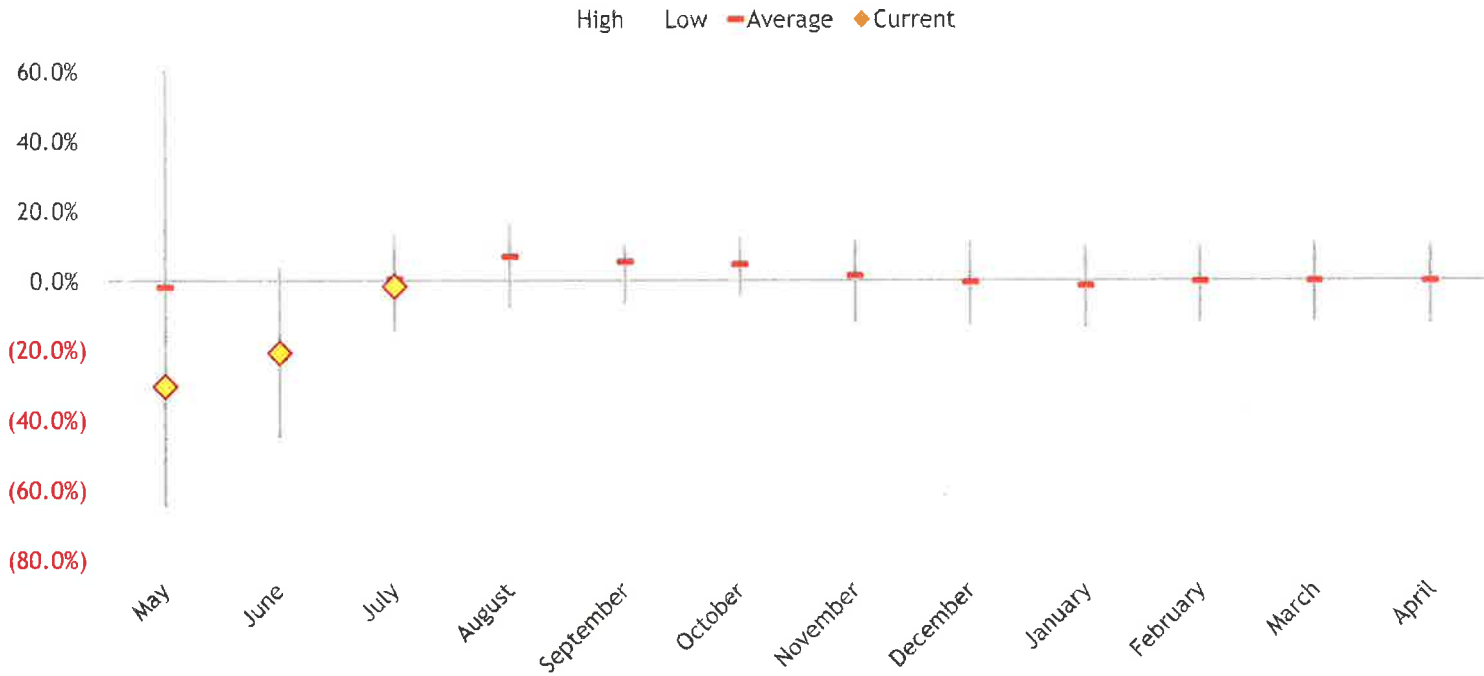
	<b>(\$39,584)</b>	<b>(\$76,575)</b>	<b>(\$15,904)</b>
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# SUMMIT CHART - YTD MARGIN



# MARKETPLACE CHART - YTD MARGIN



## Kelli Myers

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**From:** Ron Tussel <rontussel@ltis.net>  
**Sent:** Friday, August 23, 2019 9:41 AM  
**To:** Kelli Myers  
**Cc:** pt52masthope@yahoo.com  
**Subject:** August Officer's Report

August 2019 Permits

Sign 2  
Building 3 (1 shed 2 deck)  
Burn 5  
Tree 6  
Blasting 1  
Driveway (Includes drainage and landscaping) 15  
Paint Stain Roof 9  
Satellite 0  
Dumpster-Fuel Storage 0

*Ron Tussel*  
*Code Enforcement Officer*  
570-237-6454



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## Managers' Report

July 27, 2019

### Projects:

1. Top of Mtn – Final grade and seeding in the fall
2. Road bids opening today

### Public Safety

1. Summer continues to be busy.
2. New staff have started this week.

### Maintenance

1. Surplus Equipment sale – Several Items have been sold and picked up. Additional items will be posted in early September.
2. Roadside mowing happening at this time.
3. Diving board has been replaced, delay caused because it had to be ordered from the manufacturer and it is a unusual size.
4. Grounds work continue
5. Drainage pipe on Pioneer Drive is completed, road will be patched with paving.
6. Work on plow trucks has begun. Nothing major primarily wiring issues.

### Food and Beverage

1. Have had a good summer, looking forward to the off season.
2. Staffing is very difficult, still looking for additional help.
3. Marketplace staffing – We have advertised in all fashions and have not been able to find staff.
4. Marketplace staff have been incredible, we are short staffed and the three we have stepped up completely.
5. Numbers are good in both locations hoping to end the summer well.

## Administration

1. Mail boxes – Boxes are ordered and will be installed upon arrival, there is also concrete work being done at same time.
2. Telephone systems -We have several companies in mind and will make the transition in the fall.
3. Collections- The \$350 administration fee has been added to unpaid accounts. Invoices have been sent.
4. Resale packets – Many resale certificates have been requested, sales activity has been good. 9 resales for August so far.
5. Powderhorn House – After the price reduction we have had additional traffic.
6. Seasonal staff has been increasingly difficult as the summer ends. We are stretched very thin but should be able to make the holiday weekend.
7. Pool will be open the weekend of September 7 and 8 weather and staff permitting.
8. Tiki Furniture – the lounge area seating in the tiki are failing or failed. The chairs in place were inexpensive and have only lasted three years. We have been shopping for replacement and found some on year end sale. Prices range from \$100 to \$800, I would suggest that if a reasonable chair is found on sale it may be wise to purchase. We will need 16 chairs.