

**Masthope Mountain Community  
Board of Directors Meeting  
March 20th, 2021**

Recorder: Kelli Myers  
Transcriber: Kelli Myers  
Property Owner's Lounge and Teleconference

8:30 AM Meeting called to order.

Roll Call: Present Gerhard Buhler, June Murphy Carrozza, Bruno de Vinck, Anthony Falcone, Jim Fox, Herman Matfes, Foster McCoy, Chris Pisani, and Eugene Principe

Absent: Ed McClary and Tom Garrity

Bruno asks for the approval of the agenda. June adds the report of the study of the trails in Masthope conducted by the Strategic Planning Committee. She also wants to address dues and payment plans for 21/22 fiscal year. The agenda was approved unanimously.

Bruno asks for the approval of the February 27<sup>th</sup>, 2021 Board of Directors Meeting Minutes. The Minutes were approved unanimously.

Correspondence-June Carrozza-She stated that there were only a few pieces of correspondence this month. One pertaining to complaints about a homeowner setting off fireworks in the community. Public safety spoke to property owners in the area and the issue is resolved. The Homeowners Who Rent contacted June regarding the number of rental units in the community. She answered that there are 259 rental properties in the community, however not all are active rentals. 116 rentals on the Masthope Rapid side and 134 on the Falling Waters Side. She reminded the membership that there is a public hearing Monday, April 19<sup>th</sup> regarding the township's short term rental ordinance at the township building. HWR wanted background on some of the items in the Covenants and where it originated. June forwarded that correspondence to the Document Review Committee for further review. June announced the upcoming annual Green-Up Day that Robin Hoose is conducting for the community. Volunteers are needed to help clean up Masthope. Details are in the Weekly Messages.

Treasurer's Report- for period ending February 28th, 2021, 2021-Gerhard Buhler-see attached.

Treasurer's Report was approved unanimously.

President's Report- June Carrozza-She explained that Randy will address the end of ski season, pool project progress and Aqua PA in his management report.

Management Report-Randy Schmalzle- See attached.

Anthony Falcone asked if it is possible to extend the dock at the beach. Management has done some initial research into this and did not find any restrictions. Randy will contact the Conservation District for more guidance. The issue would be that it is not a budgeted item for this year. Randy added that he is concerned about extending to far into lake and causing a hazard for watercraft.

June added a note about a piece of correspondence asking for dues forgiveness due to COVID which will be addressed in New Business. June asked about the unbuildable lots that property owners asked about possibly swapping with Masthope owned lots. She asks if they were always unbuildable. Randy answered that some of the lots became unbuildable due to construction of roadways and the rerouting of runoff and some lots contain wetlands. Randy continued that Masthope has approximately 20 buildable lots that would be desirable. Randy stated that this is an option the board should discuss. He also disclosed that Recreation Management owns an unbuildable lot and would also be interested in swapping it for a buildable one. Randy will review the list of Masthope owned properties and will go over the options with the board. Discussion continued. June responded that this topic will be tabled until next meeting.

Committee Reports:

Appeals Committee-No report.

Audit Committee-No report.

ECC Committee-Jim Fox-There are 3 driveway permits, 1 garage, and 2 landscape and drainage permits currently. Permits will increase in numbers as the weather gets warmer. June explains that one homeowner has applied for a variance for exceeding the height allotment for an accessory structure. June explained that a variance is granted when there is a hardship in place. Discussion continued what determines a hardship.

Financial Committee-Gerhard Buhler-There is a meeting in April.

Document Review Committee-June Carrozza started that Tom Carasiti was the chair of this committee and a member for years. He recently sold his house in the community and has moved on. June expresses what a fantastic person and volunteer Tom has been, and he will be missed. Gerhard adds that Tom will be missed. He proceeded to explain that the committee continues to work on the separation of the rules and regulations in the Property Owners Handbook. The Committee is almost ready to present it to the board. They will receive a marked-up version showing the changes. Language is not changing just creating 2 documents from one. Discussion continued about the document's contents. Gerhard summed up his report by stating that Tom Carasiti has been one of the best chairs that this committee has had. Tom led the committee for the last 8 years. He has a lot of respect for and knowledge of Masthope's governing documents paired with the patience of a saint. The Committee wishes Tom and his family the best in the next chapter of their life.

Strategic Planning Committee-Robin Hoose and Matt Spalding-presented the study of the trails of Masthope. "Friends of the Trail". (See attached) Management and the Board thank Matt Spalding for all of his hard work and time.

Fire-Jim Fox-He states that there have been numerous brush fires. It is dry right now in spots and can ignite. People should pay mind to their firepits and that they are actual firepits and not bonfires.

ID Committee-Gerhard Buhler-The township has a meeting April 19<sup>th</sup> on how the township may move forward with their short-term rental ordinance. Masthope will move forward with reviewing its rental policy once the township has voted on their ordinance.

Technology Committee-Herman Matfes-The Committee will soon have a recommendation for a new community website.

WLA-Gerhard Buhler-The next meeting is planned for April 18.

#### Old Business:

Pool expansion, scanner update and aqua sewage treatment plant and Caliber HOA system were covered in the Manager's report.

June and Gerhard covered lot owners' requests for dues relief due to a pause in permitted building. They explained that the pause in issuing building permits is an Aqua PA and DEP issue. Masthope depends on receiving dues for its operations and maintaining its capital reserves. Both Herman and Jim agree that dues need to continue to be paid by all owners regardless on the property type. Jim encourages all to pay dues sooner rather than later.

June sent the board a letter requesting hardship consideration regarding dues payment. This is the owners second home. The owner doesn't want to pay the dues due to covid. It was discussed with her that it is a seller's market. She wants to keep her second home but not pay dues. Board agreed that dues need to be paid by all owners. They did offer different payment options last year and agreed to extend an alternative based on the office's judgement this fiscal year. The board agreed that this year is different than last year. Last year there was no end in sight. This year is heading in a positive direction. The board agreed to allow the office to offer the option of 6-month payment plan with no interest for the first 3 months.

June announced the Township meeting again for Monday, April 19<sup>th</sup> at 5:30pm. It is announced in Weekly Messages and Shout Out.

Anthony reads the motions.

**MOTION: 01:03:20:21**

**Whereas the Document Review Committee is a standing committee as per the Bylaws of the Masthope Mountain Community and Tom Carasiti, the Chairperson has resigned, and a replacement is required**

**Therefore, be it resolved that the Masthope Mountain Community Board of Directors approves Tom Garrity, a current member of the Document Review Committee, as Chairperson.**

**FIRST: GERHARD BUHLER  
SECOND: FOSTER MCCOY**

**MOTION PASSES: FOR 9, AGAINST 0**

**MOTION: 02:03:30:21**

**Whereas common expense assessments for operating and capital expenses are due on May 1, 2021, for the 2021-2022 fiscal year and  
Whereas the impacts of the ongoing COVID-19 pandemic may create potential hardship for many property owners, and  
Whereas an expedient administration of hardship payment plans is needed,**

**Therefore, be it resolved that the Masthope Mountain Community Board of Directors approves the following additional payment plan for the fiscal year only. All existing rules for assessment payments remain in effect.**

**Hardship Payment Plan Option 1**

- A letter needs to be addressed to the BOD explaining the hardship**
- The standard 6-months payment plan will be offered with a 50% reduction in interest (no interest charged in first 3 month)**
- Member will continue to be in Good Standing as long as all payment plan conditions are fulfilled.**

**-A prepayment option is available**

**The Board of Directors authorizes management to administer these new hardship options.**

**This motion will automatically be rescinded without additional vote on April 30, 2022.**

**FIRST: HERMAN MATFES  
SECOND: EUGENE PRINCIPE**

**MOTION PASSES: FOR 9, AGAINST 0**

**MOTION: 03:03:30:21**

**Whereas there is need to purchase and replenish horses in the Masthope Stables and  
Whereas a suitable horse is available for purchase**

**Therefore, be it resolved that the Masthope Mountain Community Board of Directors approves the purchase of a horse identified by the stables manager at a cost not exceeding \$2500 to be paid from the General Reserves.**

**FIRST: GERHARD BUHLER**

**SECOND: CHRIS PISANI**

**MOTION PASSES: FOR 9, AGAINST 0**

Meeting adjourned 10:19am

Executive Session began 10:27am

Executive Session ended 10:57am.

Meeting reopened 10:58am.

Meeting adjourned 11:00am

Treasurer's Report for Period Ending February 28, 2021

Unaudited

Collections - YTD

	Feb 20	Jan 21	Feb 21
Total	2034	2033	2033
Billable	1714	1713	1713
Paid in Full	1616	1626	1627
Percent	94.3%	94.9%	95.0%
Outstanding - Lots	98	87	86
Outstanding - Dues	not updated	\$164,510	\$160,810
Total Bad Debt Lots	31	31	31

Unrestricted Income and Expense - YTD

	Feb 20 YTD	Jan 21 YTD	Feb 21 YTD
Revenues to date	\$2,873,096	\$2,865,167	\$2,901,926
Expenses to date	\$2,442,167	\$2,197,539	\$2,428,929
Net Surplus (deficit)	\$430,929	\$667,628	\$472,997
Margin (Net/Revenue)	15.0%	23.3%	16.3%

The Summit - YTD

Revenues to date	\$1,658,106	\$1,092,141	\$1,358,291
Expenses to date	\$1,479,044	\$1,049,699	\$1,228,725
Net Surplus (deficit)	\$179,062	\$42,442	\$129,566
Inventory	\$44,195	\$39,444	\$41,144

The Market Place - YTD

Revenues to date	\$459,778	\$452,858	\$503,330
Expenses to date	\$460,034	\$442,652	\$495,721
Net Surplus (deficit)	(\$256)	\$10,206	\$7,610
Inventory	\$12,456	\$11,147	\$19,041

Summit/Market Net Surplus (Deficit)

	\$178,806	\$52,649	\$137,175
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## Managers' Report

March 19, 2021

### Projects

1. Pool Project
  - a. Meeting this Wednesday with all contractors to set schedule for construction.
  - b. Slide has been delivered for existing pool.
2. Drainage for Upper Independence – Plan under development
3. Beach Drainage and easement – Bid is attached. Two bids were received for the project, M.E. Soden \$29,900 and Augello Construction \$43,830. Recommendation is to award the bid to M.E. Soden, payment to be made from surplus funds of the loan accounts.

### Department reports

**Public Safety** – Waiting for delivery of new Dodge Truck public safety vehicle. Parts are currently backordered.

**Food and Beverage** – Governors orders have changed again we will be permitted to seat more people and allow seating at the bar.

We will continue with all other protocols including facemasks when moving around.

Thank you to the staff for your continued hard work.

### **POC office**

1. RFID passes – If you have not gotten your passes, we recommend you get them as soon as possible.

2. Staff is working toward the implementation of a new community management software; we anticipate this being in place by the end of this fiscal year.
3. Billing for 2021-22 was sent.
4. Application has been made for the expanded liquor license.
5. April 10 will be a easter celebration with a Breakfast with the easter bunny and a egg hunt. Details will be announced. Numbers will be limited and Covid precautions will be enforced.
6. Requests have been made by a property owners who have a unbuildable lots due to wetland conditions or active stream as a result of community drainage to trade the property for a property owned by the community.

Both properties have been inspected, it is evident that neither property is buildable.

The Board has authorized similar trades in the past.

## **Maintenance**

1. Winter has been a challenge; we are moving to spring work.
2. Grounds – landscape upgrades will continue throughout the community.
3. Buildings – Several of the buildings will be painted and exteriors repaired or upgraded this year.
4. Roads – Bidding material has been sent to bidders; bids will be opened at the May meeting.



5. Stables – Building repairs and possible trail system improvements are planned.
6. Beach – Sand will be added to the beach, waterfront policed for rocks, repairs to docks and fishing piers (new bumpers, hinge repair, railing repair and tie points replaced).

The beach house will also be addressed with any needed repairs.

New pass system will be installed.

**Fitness** - Still operating on limited capacity. Additional classes are being offered thru Zoom, check with staff for the schedule.

The new Covid restrictions will impact operations of the fitness center as well. Please watch for future notifications.