

**Masthope Mountain Community
Board of Directors Meeting
March 19, 2016**

Transcriber: Kelli Myers
Beach House

8:34 AM Meeting called to order and Pledge of Allegiance said.

Roll Call: Present –Bruno deVinck, Dan Clark, Michele Torre, Foster McCoy, Ed McClary, Peter Torchio, James Graziano, Eugene Principe and Jim Fox.

Teleconference: Cynthia Wyatt and Paul Bakos

Bruno asked for approval of the agenda. Peter Torchio has something from ECC to go under New Business.

Agenda approved unanimously.

Bruno asked for the Approval of the Minutes from the February 27, 2016 Board of Directors Meeting.

The Minutes were approved unanimously.

Treasurer's Report-for period ending February 29, 2016-Foster McCoy-see attached.

Bruno asked for approval of Treasurer's Report.

Treasurer's Report approved unanimously.

Correspondence Report-Dan Clark

Dan received correspondence from Rose Perrotti. She has noticed quite a bit of litter in the community. Maybe we could do community clean-up earlier and possibly send a handout to contractors about littering. Phyllis Cobban will be doing the community cleanup on April 30th. Jim and Eugene have also witnessed bags of trash throughout the community. Cindy will follow up with Rose in regards to the cleanup of Masthope.

2nd piece of correspondence about boating regulations will be addressed later in the meeting.

3rd piece of correspondence is from Mike Siegfried in regards to the Drone Policy. He would like the wording changed to make it clearer for property owners. It is too ambiguous. Bruno stated that they tried to keep it as general as possible. Dan will respond to this letter.

Bruno called for Committee Reports

- a. Ski & ATV-Sheldon-Painful ski season is over. He is getting a lot of interest in the ATV Safety Course. Ed would like to act on expanding the trails.
- b. Real Estate- John Hوجلund has resigned. Rose has no further interest staying on the committee. There is nothing that the committee was actively working on. Committee will be on a hiatus.
- c. Audit-no report.
- d. Strategic Plan-Tiki expansion will be addressed later in the meeting. The committee is still exploring the possibility of a storage facility.
- e. ECC-Jim Fox stated that as weather gets nicer more permits will start coming into the office.
- f. Westcolang Lake Association-Dan Clark stated next meeting is April 17th, 10am at the Fawn Lake Club House.
- g. Documents-Carl Harrison-no report.
- h. Fire Prevention-Jim Fox-Corrections to the informational handout have been made and we should be receiving a disk with the corrections.
- i. Beautification-Cindy Wyatt-The Committee did not meet the past month. A meeting will be scheduled.
- j. Boating-James Graziano-A full report and recommendations to be made will be under Old Business.

President's Report-Dan Clark-Nothing to report.

Manager's Report-Ron Schmalzle-see attached. He is working with Lindsay to change the trend of the Marketplace. We need to generate revenue from the Marketplace. He spoke with Senator Baker and thinks that we could reduce the cost to move the utility pole at the top of the mountain. Would like to expand the patio outside of the lodge to include fire pits. He is looking into the technology end used in the community. He would like to find one program for administration rather than using several different programs. The website needs to be upgraded. It could be much better and informative. The Tiki generates a quarter of a million in 2 months. It needs to get upgraded to be more professional and efficient.

Dan Clark explained how in new upcoming fiscal year the Summit and Market are operating on a separate operational budget from the rest of the Community departments. The surplus from Summit and Market subsidizes the other departments this year and previous years and vice versa. Dan asks can the other departments cover a deficit. John Castellano responded yes the other departments can cover themselves. Discussion ensued

James Graziano says thank you for the work on the horse trails.

Old Business

- a. Beach/Lake Parking lot expansion-Nothing new to report
- b. Tiki Bar Expansion-Already addressed in Manager's report.
- c. "Ski House" nothing new to report; motion was passed at the March GMM.
- d. Owner Survey-Bruno said they are beginning to analyze the reports from Survey Monkey. There will be a report in regards to the results at the next meeting.
- e. Deer population -We are waiting to hear back from the Biologist for a date to have a meeting.
- f. Enforcement of boating rules and regulations motion to be voted on. (see i.)
- g. Storage area-the need for the community still needs to be analyzed from the survey.

- h. Taking back Lots-One question was can you merge lots that are across the road from each other. The conclusion was that no; one cannot merge lots that are across the road from each other. A Property Owner has a lot that is wetlands and insists that prior Management/Board agreed to take the lot from him. The Owner has been advised on several occasions to contact the Board and attend the Meetings to address this issue. General consensus is that the Board would like the Property Owner to have some interaction with the Board in addressing this lot that he wants Masthope to take over. He has not attended a meeting to address the Board. Dan suggests to advertise the lot and basically give it away. John Castellano added that the only reason Masthope took back lots was if Masthope sold them the lots. This is not the case with this Property Owner.
- i. Boating Committee-James Graziano is the Chair with 10 members on the committee. Bruno expresses that he feels that they have done an outstanding job. James presents the Committee's recommendations (see attached). The committee did not make the rules stricter just recommend the change to the outboard hp to 135 from 100. Discussion did ensue in regards to the rules and regulations for watercraft. Pontoons were a debate if they should be broken out as a unique watercraft and not combined with the general motorized watercraft. The committee put pontoons with the general motorized watercraft.
- j. Follow-up List-Michele-trust transfers Dan is waiting to hear from attorney and will create document. Dan will check with Karen about waiving an administration fee. APV mailing is being included with the invoice mailing. Street signs and numbers are being worked on but not completed at this time. Biologist will contact us with a date to discuss how a deer cull could benefit a community. Skip sprayed the chemicals into Remembrance Pond.

Foster thanks Dan for running the Budget Townhall and the GMM while he was away on business.

New Business:

Peter Torchio-ECC-wants a change in the Property Owners Handbook about holiday decorations. He would like it to go on page 21 under D-Decorations and after 30 days the Property Owner would receive a fine not a warning for not having the seasonal decorations removed.

Property Owner's Time-10:48AM:

458MR LEATRICE LANGER-Commends James for the work on the Boating Committee. She believes that they did a lot of work on this committee.

164RF ROSE PERROTTI-Dan Clark reads her letter. In the letter she expresses her concern about increasing size of watercraft and urges against it. She is seeing an increase in paddleboards on the lake and believes that is a good thing.

22FW CARL HARRISON-Compliments James and the Boating Committee. Asks how do our rules and regulations compare to Westcolang Lake Association and Fawn Lake? Ed McClary responded that they don't have any rules in effect. Dan Clark has a copy of the WLA rules from 1977 which are no longer valid however it is the same 99hp for outboard and 199hp inboard.

Fawn Lake has inquired about Masthope's rules and expressed interest in following the same guideline. Westcolang Village has no rules in place. James says the lack of rules for these entities were frustrating. So we are trying to lead by example. James also suggests looking into getting a deputy for lake to enforce lake rules i.e. speed. Dan responded that The WLA did discuss that as a possibility. We could take a picture of the license plate on the boat if we see reckless activity and send it to the state and the state could fine them from the picture. Ed states that we could petition the state to get a speed limit on the lake.

6CM JOHN GRANDY-Corrects the Board on how they pronounce his sister's last name. Asks if there an age limit on kayaks and rowboats. No there is not. There are possibilities that wristbands can get switched from the proper operator of the watercraft to someone who is not qualified to operate the watercraft. James hopes the new dock master will be observant to his surroundings and will notice what is occurring. He asks how do Property Owners know what is the current Handbook when it changes so often? He feels that the book should not change so often. The Official Property Owners Handbook is the one that is online on our website.

Bruno thanks Carl for all of his time and dedication serving on the Appeals Committee. Carl says that it has been a pleasure to serve on the Committee.

1017FW KEN RINDOS-The Community had a 24-foot boat a few years ago. He feels that the Boat Committee did not spend a lot of time discussing pontoon boats. 18-foot does not meet the needs of his family. He believes pontoons are 10x's safer than other watercraft. He never saw a pontoon pulling skiers. Pontoons add to a family experience; you anchor, swim, eat lunch, fish, etc. The size limit makes no sense. He feels it should be 22-foot and 135hp for pontoons. Ed states that there is no space for larger pontoon boats. Discussion continued.

836RF GERHART BUHLER-There were a lot of discussions about pontoons and watercraft via email and it was discussed in every meeting. Pontoon boats are marketed to do more than host family gatherings.

Bruno thanks the committee.

351MR MATT CLARK-5-year home owner in the community and rents his home. It appears that the community does not welcome renters. And argues that the renters spend money in the community. Administration fee changed. It was tiered, now it is a flat fee of \$100. Dan explains that there are steps that the office need to take to get renters setup. He is asking what is the \$100 for? Michele clarified that the Board was advised by Legal to make all rental fees equal regardless of length of stay. The Board was in full agreement. Eugene is pro-renters and Bruno agrees. Renters contribute to the economic health of the community. Eugene acknowledges that there are property owners that do not want renters in the community. Ron Schmalzle stated that the renters help keep dues down. Ron would like to look into the \$100 fee that is being charged and would like to make this friendlier for renters. Discussion continued. As a result, this will be discussed in Old Business in the next Board Meeting.

MOTION: 01:03:19:16

Whereas safety is the number one priority for Masthope Property Owners using watercraft on Westcolang Lake.

Therefore, be it resolved that the Masthope Mountain Community Board of Directors approves the recommendations regarding rules and regulations of the Boating Committee, effective immediately. (See attached)

FIRST: JAMES GRAZIANO
SECOND: ED MCCLARY
MOTION PASSES FOR 9, AGAINST 2.

MOTION: 02:03:19:16

Whereas a chairperson needs to be appointed to the appeals committee.

Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the electronic motion appointing Ted Cecchini to the position of the chairperson of the Appeals Committee.

FIRST: DAN CLARK
SECOND: JAMES GRAZIANO
MOTION PASSES UNANIMOUSLY

03:03:19:16

Whereas the fine schedule needs to be revised because of an omission.

Therefore be it resolved that the Masthope Mountain Community Board of Directors approves XVII.17 on the ECC Violation Chart to be changed to seasonal festive decorations not removed within 30 days after the holiday.

FIRST: PETER TORCHIO
SECOND: JAMES FOX
MOTION PASSES UNANIMOUSLY

03:04:19:16

Whereas the Appeals Committee maintains an active list of volunteers to be considered for future participation.

Therefore be it resolved that the Masthope Mountain Community Board of Directors approves Edward Torre, Jerry Ferraiuolo and Gerard Buhler to be placed on the three year Appeals Committee List.

FIRST: BRUNO DEVINCK
SECOND: DAN CLARK
MOTION PASSES FOR 10, ABSTAIN 1

Open Session ended at 11:38am.
Executive Session began 11:48am.
Executive Session ended 12:14pm.

Back to Open Session at 12:14pm.
Meeting ended at 12:15pm.

Treasurer's Report for Period Ending February 29, 2016

UNAUDITED

Collections

	Feb 15	Feb 16
Total	2,066	2,056
Billable	1,767	1,757
Paid in Full	1,592-90%	1,574-90%
Outstanding	175	183

Income and Expense- YTD

	<u>Jan16YTD</u>	<u>Feb16YTD</u>
Revenues to date	\$3,695,025	\$3,975,020
Expenses to date	2,185,214	3,545,746
Net Surplus (deficit)	509,811	429,274

The Summit

Rev. to date	947,160	1,157,336
Exp. to date	941,147	1,110,026
Net Surplus (deficit)	6,013	47,310

The Market Place

Rev. to date	343,903	383,195
Exp. to date	342,302	380,441
Net Surplus (deficit)	1,601	2,754

Summit/Market Net Surplus (deficit)

	7,614	50,064
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ECC Code Officer Monthly Report March 2016							
Date	Type of Permit	Property Owner	Lot Number	911 Address	Permit Number	FEE	
3/3/2016	tree	Konstantakakas	222MR	101 Buckskin	20470		
3/7/2016	burn	Madigan	2211FW		18821		
3/7/2016	burn	Callozza	525FW		18822		
3/7/2016	burn	Magisteo	1691FW		18820		
3/9/2016	resurface drive	Pomponio	325MR	177 Heritage	16888		
3/9/2016	tree	Galati	145FW	110 Oriole	20471		
3/9/2016	burn	Clark	555RM		18823		
3/9/2015	shed	Pomponio	325MR	177 Heritage	20300	75	
3/9/2016	4 sale sign	Orofino	293FW	106 Pebblerock	50479		
3/12/2016	Paint/stain	Cameron	124FW	108 Turkey Circle	9550		
3/14/2016	resurface drive	Chilliams		260 Powderhorn	16890		
3/14/2016	resurface drive	M		141 Minuteman	16889		
3/16/2016	4 sale sign	Shechman	2MR	104 Karl Hope	50480		
3/16/2016	building-finish garage	Schwartz	MPV-4A/B	126 Twin Rivers	20301		

Managers Report

Winter Summary

For skiing and related winter business activity this was the most challenging season in the 40 the year history. This has an impact on Food & Beverage Summit and Marketplace operations and financial performance. And from the Ski operation it is important to build trust in our property owner and public customers.

For the road maintenance, equipment and staffing levels within the community the winter season has a positive overall impact.

Tiki Project

Presentation of initial sketches and operational structure for the possible future expansion of this popular venue. Review of space utilized, service staff flow, equipment, permitting, menu and impact on food and beverage.

Top of the Development

Update on planning, permitting and overall review of the site. Impact on operation and possible inclusion and development of the Patio Overlook area.

Food & Beverage

Season Wrap up and Spring Season preparation, menu creation and staff and inventory management.

Administration

Staffing, technology, communications and preparations for the next peak season.

March 19, 2016

Boat Committee Recommendations to BOD:

Enforcement

Increased effort is needed to enforce Masthope Boating Rules:

Increased salary for Dock Master requested in budget (already incorporated into new budget)

Dock Master with increased responsibility of enforcing Masthope Boating Rules (Job Description Attached)

Training of new Dock Master by boating committee volunteer

Boating rules and fines posted at waterfront

Masthope Handbook

No separate category for pontoon boats allowing for length and horsepower different than other motorized watercraft (change needed, eliminate separate bullet to avoid confusion)

Boats with Outboard engines limited to 18ft and 135 horsepower (change needed, increase from 100 hp to 135 hp)

Boats with inboard engines limited to 18ft and 199 horsepower (no change)

Personal Watercraft (Jetskis) limited to 199 hp (no change)

Sailboats limited to 18ft (change needed, increase size and eliminate sail sq ft limit)

Rules must be consistent with Pennsylvania Fish and Boat Commission regulations (review needed, age of operators etc.)

Watercraft Registration Process

New Motorized Watercraft Authorization Request Form

New Non-motorized Watercraft Authorization Request Form

Review of Motorized Watercraft Authorization Request by Coast Guard Volunteer to assure compliance

Copy of Registration Data (binder) to be kept dockside for reference by Dock Master

DOCK MASTER - Job Description

Objective:

Maintain safe operations at boat ramp, dock and shoreline by monitoring all watercraft at Masthope waterfront facility

Key Responsibilities:

Check watercraft and trailers for proper registration stickers

Ensure that members and guests have required safety certificates (i.e. all operators of PWC's require safety certificates)

Issue wristbands as required

Ensure that watercraft leaving waterfront are operated by qualified individuals in a safe manner in accordance with rules and regulations (i.e. PWC's max 3 persons including persons on tubes)

Prohibit access to Masthope ramp, docking facilities and shoreline for members and guests not in compliance with Masthope rules

Report violations to Masthope Public Safety for members and guests who refuse to comply with Masthope Boating Rules

Must work weekends and holidays from Memorial Day to Labor Day

Required Skills:

Boating Safety Education Certificate

5 years customer service/customer contact experience

Familiarity with various boating types and personal watercraft including propulsion systems

Familiarity with Masthope boating rules and regulations

Familiarity with Pennsylvania Fish and Boat Commission regulations

Preferred Skills (in addition to required skills):

Coast Guard Licensed Captain

Law enforcement experience

