

POCONO FARMS EAST ASSOCIATION, INC.
ANNUAL MEETING
SATURDAY, OCTOBER 27, 2018
MINUTES

Board Members present:

Margaret Miller - President, Debra Youngfelt – Vice President, Susan Anderson-Krieg – Treasurer, Josefina Garcia – Secretary, Jose Ramos –Director, Marion Kelly – Director, Michael Schlegel - Director, Janice Smith-Hughes- Director.

Board Members absent:

None.

Alternate Members present:

None.

Alternate Members absent:

None.

Staff present:

Robert M. Zito, CMCA, AMS, General Manager.
Attorney Nicholas Haros – Association Attorney
Ann Delaney, Compliance / Permit Officer
Renee Labadie (4-7131) Judge of Elections

The meeting was called to order by President Margaret Miller at 12:05pm in the Community Room of Pocono Farms East Association, 3170 Hamlet Drive, Tobyhanna, PA. The Pledge of Allegiance was recited by those present.

The Board members present introduced themselves.

Ms. Miller then made a motion to appoint Mr. Zito and Ms. Garcia to assist Ms. Labadie as Judges of Election. All in favor.

Ms. Miller introduced Attorney Haros and then made a motion to appoint Attorney Haros as Parliamentarian for the meeting.

1. **Welcome and submission of proxies**

Attorney Haros introduced himself and as a first order of business asked those present if there were any proxies that needed to be submitted. None were forthcoming. He then asked if anyone who had previously submitted a proxy wanted to revoke their proxy at this time. No requests to revoke proxies were forthcoming.

2. Secretary's Report – No report.

3. Approval of 2017 Annual Meeting Minutes

Attorney Haros asked if there were any objections to approving the minutes for the 2017 Annual Meeting and dispensing with the reading. No objections or corrections were noted. He called for a motion.

A motion was made and seconded from the floor to approve the Annual meeting minutes from 2017 as presented. All in favor. Motion passed.

4. Guest Speaker – Pocono Mountain Regional Police

Officer Metzgar of PMRP was a guest of the Board. After a brief introduction he entertained questions from those present.

He was asked if there was a regular routine assigned by the department to patrol in Pocono Farms East. The answer was that while there were no regular routine routes that PMRP employed, each shift was assigned zones that were to be patrolled in Coolbaugh Township. He stated that they tried to be in and out of PFE as much as possible, as dictated by response to other incidents.

He explained that a typical shift had four to five officers on, covering Coolbaugh and the other municipalities in PMRP, and that the officers had to cover a large geographical area. He was asked if monetary considerations were the reason for this apparent shortfall of coverage. He stated that PMRP was in a hiring process now but that in the past there had been a lack of qualified candidates seeking positions with the department.

A question regarding dogs, specifically stray and loose dogs, came from the audience. Officer Metzgar said that this is a region-wide problem and that PMRP deals with it in accordance with state law. He said when this situation occurs, while the department is not a kennel and cannot hold dogs, they do their best to find alternate solutions.

At this point Attorney Haros reiterated to those present that the meeting was being audio recorded.

Speeding concerns in PFE were discussed. A homeowner asked what the Township speed limit was. He was told it was 25 mph. The homeowner than said he consistently sees cars traveling 45 mph and above.

Officer Metzgar said while they try to stay vigilant regarding this issue, it was difficult to find enough free time to consistently run speed checks. Ms. Miller said that at a

recent PMRP meeting Chief Chris Wagner stated that a speed check had just been completed on Route 196. Officer Metzgar was asked if there were more complaints made to PMRP regarding running stop signs or speeding to which he replied more complaints were made regarding speeding.

Other discussion took place regarding the rights a property owner has to defend himself or herself regarding a home break-in, the services provided by the County Dog Warden and disruptions caused by homes being rented as "Airbnb" type properties.

He continued his presentation saying that the best way to help was for everyone who "sees something to say something", and to let PMRP know of any situations or incidents that needed attention. He also said common sense measures such as light timers, security cameras and signs are effective in deterring intruders. Ms. Miller also reminded everyone not to announce vacations or times you might be away from home for any length of time on social media sites such as Facebook. Officer Metzgar agreed.

At this point Attorney Haros thanked Officer Metzgar for his presentation. The Officer was given a round of applause by those present.

5. Nomination and Election of Directors and Alternates

Attorney Haros asked Mr. Zito to certify that a quorum was present at the meeting. Mr. Zito said that a quorum had been met.

Attorney Haros read the names of those homeowners who had previously submitted for nomination for a three-year term as Director – Susan Anderson-Krieg, Michael Schlegel and Marion Kelly. He asked those present if there were any other nominations from the floor. None were forthcoming. Attorney Haros closed nominations for the three-year term as Director without comment from the audience.

Attorney Haros stated that no nominations were previously received for the two-year term as Director. Ms. Deborah Moore nominated Tykieyen Moore. Mr. Moore accepted the nomination. Ms. Moore then nominated Dan Broxmeier for the two-year term. Mr. Broxmeier refused the nomination. Attorney Haros closed nominations for the two-year term as Director without comment from the audience.

Attorney Haros read the name of the homeowner who had previously submitted for nomination for a one-year term as Alternate – Janice Smith-Hughes. He asked those present if there were any other nominations from the floor. Ms. Miller nominated Mr. Broxmeier. He accepted the nomination for a one-year term as Alternate. Ms. Smith-Hughes nominated Samuel Rodriguez. He accepted the nomination. Ms. Smith-Hughes nominated Gail Rodriguez. Discussion took place

regarding more than one person from the same household serving on the Board. It was noted that the by-laws prohibited this. Mr. Rodriguez then withdrew his name from consideration. Ms. Rodriguez accepted her nomination and thus became the third homeowner to be nominated for an Alternate position for 2018-2019.

Attorney Haros closed nominations for Alternate without comment from the audience.

He then distributed unvoted proxies that had been previously mailed to the Association to members of the Board. Several of the proxies were signed on the wrong side and Attorney Haros asked the Judges of Election their opinion on whether these proxies were valid or not. The Judges determined it was the intent of the persons who submitted these proxies to have a vote cast in their name and that these proxies should be voted.

6. Treasurer's Report

Ms. Anderson-Krieg (Treasurer) presented the proposed 2019 budget to those in attendance.

She spoke of the higher collection rate which was a positive development. She also stated that many of the categories remained fairly static year to year.

She asked those present if there were questions regarding the budget. Ms. Moore asked about the category of Office Supplies where \$4,000 was budgeted, \$1,400 was spent thus far in 2018 and \$3,000 was budgeted for 2019. Ms. Moore then asked about capital projects, to which Ms. Anderson-Krieg replied that capital projects were not part of the operating budget and were scheduled to be funded out of Reserves. Discussion of the proposed purchase of tablets for Board members to be used at meetings took place. Mr. Broxmeier also requested clarification on this proposed purchase.

A question was asked about the proposed overflow parking lot that would be used when large parties took place at the Community Center. Comments were heard by Mr. Moore, Ms. Moore, Ms. Miller, Ms. Kelly and Mr. Broxmeier, who questioned if this part of the project had been previously approved by membership. To this regard, he handed a letter of his opinion to Attorney Haros.

Ms. Anderson-Krieg then explained the proposed landscape edging project and the proposed repairs to the wall system in the Community Room. Ms. Miller and Mr. Broxmeier commented. Mr. Broxmeier asked about potential remedies if the contractor did not return to address the wall issue. Attorney Haros asked Mr. Zito for clarification on whether this was a material issue or a labor issue. Ms. Kelly, Ms. Youngfelt and Mr. Moore, along with other audience members, commented.

Mr. Moore then expressed his concerns regarding the potential purchase of tablets for the Board meetings, specifically the security of sensitive documents and information. Mr. Zito commented.

Attorney Haros told those present that at this point the 2019 budget has only been proposed at this time, and the membership would have time to express their comments to the Board prior to ratification. Mr. Zito stated that final ratification of the budget would take place at the December monthly meeting.

There was then a brief discussion on the \$15,000 allocated for annual ditch cleaning. Mr. Broxmeier elaborated on this subject.

7. Election of Directors and Alternates

The Judges of Election announced the following results:

DIRECTOR:

THREE-YEAR TERM	
Susan Anderson-Krieg	48 (elected to term ending 10/2021)
Michael Schlegel	47 (elected to term ending 10/2021)
Marion Kelly	46 (elected to term ending 10/2021)
Janice Smith-Hughes	1
TWO-YEAR TERM	
Tykieyen Moore	15 (elected to term ending 10/2020)
Janice Smith-Hughes	4
Marion Kelly	4
Susan Anderson-Krieg	2
Michael Schlegel	1

ALTERNATE:

Janice Smith-Hughes	46 (elected to term ending 10/2019)
Gail Rodriguez	14 (elected to term ending 10/2019)
Dan Broxmeier	13 (elected to term ending 10/2019)
Jose Ramos	2 (sitting Director)
Ann Delaney	2 (sitting Director)
Susan Anderson-Krieg	2 (elected Director)
Josefina Garcia	1 (sitting Director)
Margaret Miller	1 (sitting Director)
Marion Kelly	1 (sitting Director)

8. Old Business

Attorney Haros asked those present to sign up for any Committees they might be interested at the end of this meeting. He then closed Old Business without objection.

9. New Business

None.

10. Ballot Question

Attorney Haros introduced the ballot question that was sent to membership, which was as follows:

To provide after-hours rules enforcement and to help deter quality of life issues (excessive noise, loose dogs, unruly behavior, vandalism, etc.), the Board of Directors requests membership's decision on whether an outside firm be engaged for a two-year trial period (2019-2020), approximately 26 hours per week, to provide an after-hours vehicular presence in the community.

If approved, annual dues will be increased by \$45.00 per year, making annual dues for an improved property (house) \$200.00 and \$155.00 per unimproved property (lot).

Prior to the end of the trial period the Board of Directors will re-assess this request to determine if continued funding beyond the trial period is warranted.

Attorney Haros also suggested that the Board might investigate amending its by-laws prohibiting the raising of the rate of annual dues without membership approval. Comments to the negative on this suggestion were heard by Mr. Broxmeier and Mr. Moore.

During a lengthy discussion, additional comments on the merits of the idea of adding after-hours rules enforcement were heard by Ms. Kelly, Ms. Anderson-Krieg, Ms. Miller and Mr. Zito, Mr. Moore, Mr. Broxmeier, Ms. Moore and Ms. Smith-Hughes, among others.

Attorney Haros summarized the proposal and called for the ballots on the issue. The votes were tallied, and the results were announced by the Judges of Election:

BALLOT QUESTION – DUES INCREASE FOR AFTER-HOURS RULES ENFORCEMENT:

NO	52
YES	13

The proposal was defeated.

A motion was made and seconded from the floor to adjourn. All in favor. Motion passed.

The meeting adjourned at 2:41pm.

NEXT ANNUAL MEETING: October 26, 2019 at 12:00 noon.

Submitted by: _____
Robert M. Zito, Recording Secretary

Witnessed by: _____
Josefina Garcia, Secretary

Date: October 27, 2018