

Collings Lakes Civic Association

General Meeting Minutes

Monday, July 1, 2024

Call to Order

The meeting was called to order by 2nd Vice President Carol Weldon. She asked everyone to stand for The Pledge of Allegiance to the flag. The meeting was held in Folsom Borough as well as zoom.

Roll Call of the Officers and Committee Chairpersons

Steve Slimm-dams, Donna Sutts-president (absent), Don Saunders-grounds (absent), Beth Anderson-treasury, Lynn Venezia-vice president and AR, Keegan Smith-secretary, Carol Weldon-2nd vice president

Dams Update with Beth Grasso

Beth updates the current work needing to get done. She talks about the approval from the DEP and the existing information that needs to be submitted to get work to start again. She states she is aware that Steve Zeuli had been out the week prior without notifying anyone. Beth Grasso states she will be having a conversation with Steve Zeuli about making sure the inspectors are out there as well when he is working at the site.

She also discussed some punch list items that were noticed. Especially the crack in concern. She also stated there is a need for more rip wrap needed to finish the articulated block extension. She hopes to have more answers in a couple of weeks.

Barbara H Tier 1 asked about a timeline and asked to be notified as soon as we have a timeline.

Tyler Dehart Tier 1 asked about the crack. States the crack was there beforehand. Questioned the approval date of the 27th of July and asked why pipes were ripped out before that approval came through?

Beth Grasso states that it was a verbal approval beforehand and the email approval was the follow up. She restates she will tell Steve Zeuli again that inspectors need to be out there as well when any work is done from here on out. Beth states DEP is out in site more often so they too are aware and on top of the punch list.

Bob Kaufman Tier 1 Request a schedule of some sort from Steve Zeuli as soon as possible.

Annamarie LaRocca asked if the Verizon easement has been submitted by Frank Rasso?

Beth Grasso states she does not know.

Katherine Deyoung Tier 2 Asked for a projected date for the completion of the Dam? Also asked about the vegetation and what will happen to the trees?

Beth Grasso explains the process of approval and work. Explained how this all happened and how this whole process has been going on since 2011. She explains what happened from 2011-2019 when construction started. She understands everyone's frustration.

A lot of undeciphered chatter for many minutes.

Someone asked about the trees and vegetation again. Beth Grasso explains they have approval to remove them if that is chosen. Community members are allowed to cut trees and clear their yards. She encourages people to start doing that because we will start work again soon.

Matt Smith Tier 2 States this is only his second meeting but he has a questions about the schedule. The RFP(Request for Proposal) reports were sent out in the bid package was it requested that the contractor supplied a construction schedule? Outline? Game plan?

Beth Grasso stated yes there is a requirement to do a schedule.

Matt Smith Tier 2 asked How far are we from that schedule? Was it a written email? Was it a formalized schedule?

Beth Grasso stated it is more like an Excel Schedule. It was more handwritten just the dates on the top and a bar chart.

Matt Smith Tier 2 continues asking Beth Grasso if she is the engineer on record and also the project manager?

Beth Grasso states Yes, she is the engineer on record. Yes, she is the project manager.

Matt Smith Tier 2 Asked if we are holding a profit margin over the work to ensure the work is done?

Beth Grasso states they are not. I believe there is not a 10% retainage. But there is also that the project has not been paid in full yet either.

Matt Smith Tier 2 asked How often are you out there on the site? Are you there with Zeuli? Are you there when they are mobilizing? How does that work?

Beth Grasso states No, we contracted for part-time inspection. I do come through on a regular basis because I live right there. But I do have another engineer that has been coming out and doing most of the inspections and testing. We also have engineers taking samples and things like that. We do it all in house.

Beth Grasso reads the email from DAM safety to proceed with the plans submitted on top of the verbal that was given.

Diane Rhodes Tier 2 Asked why an update wasn't posted immediately about the work to be done?

Carol Weldon-2nd VP- ensures that it will be posted as soon as the board all knows what is happening, we will inform the public.

Keegan Smith-secretary- explains that board members must discuss these issues as well and that we are working hard to understand and make sure we give the public the proper information. The board is just as worried about all of this as the community and are working hard to make sure everyone is informed to the best of our knowledge.

Beth Grasso states she will make sure the information gets to the board.

Accounts Receivable Report is read by Lynn Venziale

COLLINGS LAKES CIVIC ASSOCIATION	
Statement of Activity	
June 1-28, 2024	
	Total
Revenue	
LATE FEES	6,279.76
OTHER INCOME	44.99
TIER 1 ASSOCIATION FEE	796.38
TIER 1 DAM FEE	3,125.88
TIER 2 ASSOCIATION FEE	5,121.96
TIER 2 DAM FEE	20,241.07
TIER 3 ASSOCIATION FEE	545.45
TIER 3 DAM FEE	2,079.53
UNAPPLIED CASH PAYMENT INCOME	2,485.83
Total Revenue	\$ 40,720.85
Gross Profit	\$ 40,720.85
Expenditures	
BAD DEBT EXPENSE	-0.03
BANK SERVICE CHARGE	12.65
RETURNED CHARGEBACK	
RETURN CHECK FEE	15.00
Total RETURNED CHARGEBACK	\$ 15.00
Total BANK SERVICE CHARGE	\$ 27.65
BEACHES	
BEACH MAINTENANCE	389.36
Total BEACHES	\$ 389.36
GAMES OF CHANCE PERMIT	100.00
INSURANCE	
DIRECTOR & OFFICERS INSURANCE	4,505.00
GENERAL LIABILITY INSURANCE	31,546.95
Total INSURANCE	\$ 36,051.95
INTEREST EXPENSE	

LOC Liberty Bell 3501	599.37
Total INTEREST EXPENSE	\$ 599.37
OFFICE	
QUICKBOOKS SUBSCRIPTION	200.00
Total OFFICE	\$ 200.00
OTHER EXPENSES	
ACH PAYMENT FEE	12.65
Total OTHER EXPENSES	\$ 12.65
PROFESSIONAL FEES	
ACCOUNTING/BOOKKEEPING FEES	2,531.25
LEGAL FEES (COLLECTIONS)	12,197.75
LEGAL FEES (GENERAL COUNSEL)	475.00
Total PROFESSIONAL FEES	\$ 15,204.00
RETURNED CHECK CHARGE	-169.95
Unapplied Cash Bill Payment Expense	-552.50
Total Expenditures	\$ 51,862.50
Net Operating Revenue	-\$ 11,141.65
Other Revenue	
INTEREST INCOME	581.98
LEGAL FEES COLLECTED/REIMBURSEMENTS	14,544.45
NEW RESIDENT SET UP FEE	150.00
Total Other Revenue	\$ 15,276.43
Other Expenditures	
CREDIT	20.00
Total Other Expenditures	\$ 20.00
Net Other Revenue	\$ 15,256.43
Net Revenue	\$ 4,114.78
Friday, Jun 28, 2024 05:27:15 AM GMT-7 - Cash Basis	

Motion was made to approve. All board members approved.

Treasurer Report Read by Beth Anderson

Account	Closing Date	Ending Balance
155 Operating	06/28/24	\$ 285,458.78
171 Dam MM	06/28/24	\$ 552,663.66
198 MM	06/28/24	\$ 81,369.20
163 Games of Chance	06/28/24	\$ 4,862.45
341 Petty Cash	06/28/24	\$ 910.27

It was asked about June Statement and Carol Weldon Stated it has been posted online and that she would make sure if not.

Expenses (can't hear anything)

COLLINGS LAKES CIVIC ASSOCIATION				
Transaction List by Vendor				
June 1-27, 2024				
	Date	Memo/Description	Account full name	Amount
Amazon				
	6/26/2024	Harrow purchased to keep grass off of the beach	LB PETTY CASH 1341	-\$ 277.21
GAMES OF CHANCE CONTROL COMMISSION				
	6/3/2024	APPLICATION REGISTRATION GAMES OF CHANCE	LB CHECKING 155	-\$ 100.00
HILL WALLACK				
	6/19/2024	--	LB CHECKING 155	-\$ 12,672.75
Home Depot				
	6/26/2024	Supplies for lifeguard stand	LB PETTY CASH 1341	-\$ 38.21
	6/26/2024	Supplies for lifeguard stand	LB PETTY CASH 1341	-\$ 73.94
H&S BUSINESS PARTNERS				
	6/20/2024	ACH	LB CHECKING 155	-\$ 2,531.25
INTUIT				
	6/24/2024	Intuit QB	LB PETTY CASH 1341	-\$ 200.00
LINKBANK				
	6/7/2024	CHARGEBACK	LB CHECKING 155	-\$ 15.00
	6/11/2024	June LOC Payment	LB CHECKING 155	-\$ 599.37
	6/18/2024	Transaction Fee Intuit	LB CHECKING 155	-\$ 12.65
ML Ruberton				
	6/19/2024	--	LB CHECKING 155	-\$ 4,505.00

Philadelphia Insurance Company				
	6/19/2024	--	LB CHECKING 155	-\$ 31,546.95
QuickBooks Payments				
	6/17/2024	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	QuickBooks Checking Account	-\$ 12.65
Thursday, June 27, 2024 06:49 PM GMTZ				

Motion to not pay the bill from H&S made and all members approved

Motion to approve was made. All board members approved.

Unpaid Bills

Collings Lakes Civic Association							
Unpaid Bills							
All Dates							
	Date	Transaction Type	Num	Due Date	Past Due	Amount	Open Balance
ANDREW UNTERLACK							
	06/10/2024	Bill		07/10/2024	-13	4,326.15	4,326.15
Total for ANDREW UNTERLACK						\$ 4,326.15	\$ 4,326.15
ATLANTIC CITY ELECTRIC							
	05/02/2024	Vendor Credit			0	-191.79	-27.26
Total for ATLANTIC CITY ELECTRIC						-\$ 191.79	-\$ 27.26
Dennis LaSassa Plumbing							
	06/18/2024	Bill	7084	06/28/2024	-1	175.00	175.00
Total for Dennis LaSassa Plumbing						\$ 175.00	\$ 175.00
DREAMHOST WEB HOSTING							
	04/01/2024	Bill	42824	04/28/2024	60	17.99	17.99
Total for DREAMHOST WEB HOSTING						\$ 17.99	\$ 17.99
H&S BUSINESS PARTNERS							
	06/04/2024	Bill	8322736	06/14/2024	13	1,031.25	1,031.25
	06/17/2024	Deposit		06/17/2024	10	552.50	552.50
	06/14/2024	Bill	8322878	06/24/2024	3	1,275.00	1,275.00
Total for H&S BUSINESS PARTNERS						\$ 2,858.75	\$ 2,858.75
PENNONI ASSOCIATES							
	05/17/2024	Bill	1224055	05/17/2024	41	5,866.50	5,866.50

	05/17/2024	Bill		06/16/2024	11	2,712.50	2,712.50
Total for PENNONI ASSOCIATES						\$ 8,579.00	\$ 8,579.00
TOTAL						\$ 15,765.10	\$ 15,929.63
Line of Credit Interest due (est)							580.04
Thursday, Jun 27, 2024 11:56:19 AM GMT-7							

Asked about the pipes being on the bill from the engineer. Both Beth Anderson and Steve Slimm stated that the material for the pipes is not on the bills that are being asked to be approved.

Beth Anderson-treasurer- explains how the dams are listed on the accounts. Braddocks/Cushman are on one bill and Albert/George on another.

Carol Weldon-2nd VP- discusses the billing problems we are having with H and S and how they overcharge us repeatedly.

Diane Rhodes Tier 2 Do you know how much longer we will be keeping that company?

Carol Weldon-2nd VP- states that we have been shopping around for better options for us.

Matt Smith Tier 2 Ask questions about the bills coming from Zeuli and the reviewing of them. He wanted the board to be familiar with the AIA pay application. He states all the schedule values will detail this. The percentages associated with those scheduled values. Any contractor that's putting a bid scope together needs to know a time frame and a schedule because they need to know their profit margin. So the fact that we are talking and no one can give us a project schedule absolutely makes no sense to me. How are you supposed to make a profit as a contractor if you don't know where your labor costs. That is a predetermined fixed cost. In order to figure out the problem you can't not know.

Steve Slimm-DAMS- answers but unable to understand the response.

Keegan Smith-Secretary- asked Steve Slimm what you are saying is for him to do any work we still need a schedule of the work to be done.

Steve Slimm states they are asking for a new schedule once the material comes in.

Keegan Smith-secretary- states we are requesting an itemized list of everything because some of these expenses are on him. We need to make sure we have that itemized list.

Carol Weldon-2nd VP- we need to get back to financials.

Beth Anderson-Treasurer- states we need approval of collections. Motion made and all members present approved.

Grounds Update

Keegan Smith-secretary- stated that the pillars were placed at beach 1 and the lifeguard stand is ready for install. She explains the issues we are having with finding a life guard. Lifeguard companies are not able to provide open water certificate lifeguards to our beach. The prior lifeguard we had did not have an open water certificate and they were listed as a volunteer per our insurance. This year things have changed with insurance and employment. We are exploring other options but hitting dead ends.

Butch Perna Tier 2 Have you tried different companies and asking places like Atsion Lake?

Keegan Smith-secretary- explains that we would have to hire through a third party because we don't have the same insurance as state funded or town funded. We are considered private.

Old Business

Keegan Smith-secretary- states that June minutes have to be changed. They are currently posted but members had issues with some of the minutes. Motion was made to skip the reading of minutes. All board members approved.

New Business

Steve Slimm-DAMS-we need a few quotes for fence to go over at the Dam.

Nancy Spahn Tier 1 asked about the schedule for the landscaper?

Carol Weldon-2nd VP- stated that we will ask about when the landscaper is supposed to be out at beach 1

Beth Anderson-Treasurer- reminded everyone that the harrow was approved for purchase and use.

Carol Weldon-2nd VP- Reminds the community members there is to be no motor vehicles or golf carts or atvs on the beach. They are prohibited.

Amanda Coffey Tier 2 Was the fish gate ordered yet?

Bob Kaufman Tier 1 I ask that when we read the balances and the applications to complete the dam can we also know the accounts and how much we have left so we have an idea of where we are. And any financial obligation we have left. He also states that something must be done about the trees in the middle of the lake.

Tyler Dehart Tier 1 Where are the guardrails? They were taken down and have not been replaced. They are CLCA property and should not have been removed like that. Who is replacing them?

Steve Slimm -DAMS-explains they had to removed so equipment was able to get through. There was supposed to be a pick up of those materials but it has not happened yet. Steve Slimm plans on scraping them and bring the receipt and profit of scraping back to the CLCA.

Annamarie Larocca Tier 1 Ask about Andrew the Attorney and if CLCA got other quotes from collections attorney? What are the charges?

Lynn Venziale -Vice President-explains how Andrew does not get paid until the CLCA does. Lynn explains how the contingencies work and how the lawyer gets paid after the debt is collected.

Annamarie Larocca Tier 1 Ask about the cost if you go past the fees?

Keegan Smith -secretary- states. Just to be clear, you want to know the comparison for the charges and the cost?

Beth Anderson -Treasurer reminds us that we do have a side-by-side comparison and that is how we decided to move forward.

Beach tags were asked again. We explained once the beach is officially open. Diane Rhodes Tier 2 states she wants actual beach tags again.

Meeting adjourned.

20 people in person

14 people on zoom