

**Pocono Pines Community Association, Inc.**  
**Annual Meeting Minutes**  
**July 31, 2021**  
**Meeting held via ZOOM Webinar**

President Steve Harker called the meeting to order at 10:18 AM via Zoom. Steve welcomed the Members and introduced the PPCA Board of Directors. Board Members present were John Alexander, Nancy Dressel (Vice-President & Treasurer), Steve Harker (President), Tom Hasselmann, Fred Tomlinson (Secretary). Also present was Community Manager, Wendi Freeman, Lake Naomi Club General Manager Robert Jones, and Security Chief John Lamberton. Approximately 127 PPCA Member families also signed into the meeting. Directors Clark Chandler and Mike Christian were unable to attend the meeting.

In response to questions regarding why the PPCA Annual Meeting was not held in person, Steve stated that the 2020 Zoom Meeting Venue had been very well received and that the Board decided to do the same this year as the COVID-19 cases are increasing. He thanked all for attending. He also stated that questions could be submitted for the Board's response by using the Q&A feature at the bottom of the screen and would be answered at the end of the meeting.

Steve discussed the 3 different entities that make up the "Community", PPCA (Lake Naomi) Owners, TTCA (Timber Trails) Owners and LNC Members which is optional for both PPCA and TTCA Owners, with different roles for each one. He also mentioned the 940 Sewage Association and stated that would be discussed further along in the meeting. Steve continued that it has been a very busy year for new homes, old homes being torn down and rebuilt along with several additions. The PPCA ended 2020 with 256 resales being issued to new owners and an additional 95 so far in 2021. Many people are trying to move from the cities to the country as a result of the pandemic. At the current time, the PPCA has 1751 Owners, 1570 of those have homes and 181 have vacant lots.

Steve discussed the current litigation in which the PPCA is involved, including the Deed Covenant #14 Sex Offender litigation, ARC Violation litigation and litigation involving the Code of Conduct.

Board Members for the PPCA are all volunteers and anyone wishing to apply for the PPCA Board of Directors is encouraged to do so. The application can be found on the LNC Web site under the Association Section. There will be at least one vacancy for 2022.

Steve added that contributions to the LNC Replacement Reserve makes up roughly one-half the Operating Budget. PPCA property owners contribute to this fund so that Club amenity facilities are properly maintained since they are always available to PPCA Members should they decide to become Club Members. In addition, the Club amenities are the reason that PPCA homes sell at a premium.

Steve referred to Wendi Freeman, the PPCA Community Manager to explain the 940 Sewage Association. Wendi stated that all PPCA Members have septic tanks on their properties and the majority of the lots also have a septic mound to where the liquid waste is pumped. There are however 153 PPCA Members that were deeded the rights to connect to the 940-sewage system as their lots were identified as unsuitable for on ground septics by our developer Logan Steele. These 153 Owners make up the 940 Sewer Association and are billed for the use of community beds to process their septic.

All owners in the PPCA are required to have their septic tanks inspected and/or pumped if needed every 5 years (every 3 years for those homes that border water (lakes, ponds, streams). It is estimated that 83 to 86% of PPCA homeowners are compliant. Fines are assessed for noncompliance.

Steve discussed the ARC Standards & Requirements as the ARC is currently rewriting and updating the 2007 document. Both the PPCA and the TTCA Boards will be joining in the process by providing their comments on issues that are specific to each Association. Steve stated that one of the issues reviewed is whether detached sheds should be permitted.

The PPCA Membership amended the Lake Naomi Deed Covenants in 2016 to prohibit occupancy in PPCA by a Tier 3 sex offender. Steve noted that there is currently a Tier 3 Sex Offender living in the Lake Naomi Community and the PPCA took the proper legal steps to force him to move from the premises. The judge attending the case has recently ruled that PPCA Deed Covenant #14 is not valid for reasons specified by the court. The PPCA Board is disappointed with the ruling and will continue to pursue the issue, including a possible appeal. There was a question sent into the Board prior to the meeting questioning the Tier 1 Sex Offender that has moved into the Community. Steve explained that Deed Covenant #14 only applies to Tier 3 and there is nothing the PPCA can do regarding the Tier 1 individual.

Another question sent prior to the meeting asked what was happening with US Mail Service within Lake Naomi. Steve explained that other than getting a PO Box at one of the local post offices, the PPCA has found no viable way to offer alternative community service for US Mail delivery.

The Club has hired Barbara Nichols to fill the newly created position of Covenants Enforcement Coordinator. Barb has begun working on the covenant violations in the Communities which include garbage can violations, lighting issues, abandoned or

unkempt properties, work being done without permits etc. Barb will be posting a good neighbor form to assist owners in reporting properties that they believe to be in violation. The form will be posted in the Association section of the Lake Naomi Club Website.

Wendi discussed the PPCA Wildlife Management Program and working with the USDA and the Pa Game Commission to thin the deer herd that resides in Lake Naomi. Information provided to the PPCA by wildlife biologists and foresters indicates that our forest can sustain approximately 23 deer per square mile. The PPCA had planned to cull deer in 2020 however, due to the challenges of the COVID-19 pandemic, the necessary permits were not obtained. It is estimated that there are now approximately 40 deer per square mile and the PPCA is working on obtaining the permits needed for a cull in spring of 2022. Part of the permit process will require the Communities to work with a Wildlife Biologist to satisfy all the requirements of the PA Game Commission.

Steve introduced Robert Jones, General Manager for the Lake Naomi Club to say a few words. Robert thanked everyone for helping the management team to work through the challenges presented by the COVID-19 pandemic. He also stated that due to the virus, staffing for the Club amenities this year has been very challenging. Robert is confident that things will be better for next year's season and thanked everyone for their patience. Robert also mentioned the Community Center activities, the Club's Annual Meeting, and the One Lane Bridge progress, highlighting that Route 423 and the bridge are the responsibility of the State and Lake Naomi has very little control over the timing for the repairs. and we are waiting for PennDOT to provide a date to begin the repair. At this time management is being told that work will not commence until the Spring of 2022. Management will continue to work with local politicians to move up the date.

Steve turned the meeting over to PPCA Secretary Fred Thomlinson for the Membership approval of the 2020 Annual Meeting Minutes. The Board called for a motion to approve and asked the Members attending to use the polling option to vote the approval of the 2020 Annual Meeting Minutes. The minutes were approved. The minutes of the 2021 PPCA Annual Meeting will be posted to the web site within approximately 2 weeks.

PPCA Treasurer Nancy Dressel discussed the PPCA financial position. She highlighted the 2 funds of the PPCA, the Operating Fund and the Contingency Fund. The Operating fund is based on the yearly budget and the funds needed to pay the Association's expenses. The Contingency Fund is to accumulate sufficient funds to cover the costs of unforeseen, and under-insured or non-insured events such as the 2005 ice storm. Nancy touched on the expenses from the current lawsuits and thanked the Club for assisting financially in these efforts to keep the community safe.

Nancy stated that the PPCA is currently in a healthy financial position and thanked everyone for their support.

PPCA Director Tom Hasselman spoke regarding the PPCA Collections and Collection Policy. A new collection policy includes the assessment of a collection fee for those who had not paid their fees prior June 1 as per the PPCA By-laws, and monthly late fees in the months thereafter for balances remaining unpaid. Tom also reminded everyone that Club Membership will not be permitted unless the fees are paid, and any legal or collection fees incurred by the PPCA are the responsibility of the delinquent owner. Tom noted that the delinquency rate for the PPCA is currently at 5.7%, the lowest it has ever been at this time of year. Normally the PPCA reports 10 – 11% at the time of the Annual Meeting.

PPCA Director John Alexander discussed the Code of Conduct revision that is currently being implemented by the PPCA. to help in managing the increased rentals and the challenges with the Tier 3 sex offender deed restriction and making sure those coming into our community are not a threat to the PPCA Membership. The PPCA is currently working with the Timber Trails Community Association and the Lake Naomi Club, and the Board believes that we have a right to know who is renting in our community and how rental guests affect the PPCA Members. The PPCA is currently addressing the fines for violations of the Code of Conduct and expects to publicize the new document shortly. There is currently a group of PPCA rental property owners who have brought suit against the PPCA in an attempt to stop the PPCA from implementing any regulations or attempt to manage short term rental.

PPCA Director Fred Thomlinson continued the discussion of short term rental in the Community which has accelerated greatly since the onset of the pandemic. The PPCA Board is working with the TTCA Board and an unbiased independent firm and plans to provide a survey to the entire PPCA and TTCA Membership to get the thoughts of all PPCA Members regarding short term rentals. While there has been discussion of the possibility of a deed restriction amendment to control and limit short term rentals, there will be no action taken until the results are back from the survey. PPCA President Steve Harker added that the PPCA Board is attempting to strike a proper balance between those who buy homes for owner use only, those who buy and occasionally rent to supplement their expenses and those who buy strictly to rent for profit and never occupy. There were several questions received prior to the Meeting in reference to rentals and hopefully these issues were addressed by this update regarding the survey and the desire to get the thoughts and opinions of ALL PPCA Members regardless of their property usage.

Steve introduced Ranger Chief John Lamberton. John began his presentation by reminding everyone to contact the Gatehouse for any security concerns and

provided the phone number (570-646-2550) including homeowner assistance, noise and code of conduct violations, and renter issues. Medical and Fire emergencies should always be directed to 911 Emergency services which are monitored by the Gatehouse and Ranger Department. The Gatehouse is available 24/7, 365 days per year. John gave the PPCA Members some statistics regarding calls to the Ranger Department, and also discussed speeding as the number 1 complaint within the Communities. He explained that the roads in the Lake Naomi Community are public roads owned by Tobyhanna Township. The Rangers have no authority on the township roads and rely heavily on the support from the Pocono Mountain Regional Police. Another significant concern is the use of fireworks. Fire works are now legal in the state of PA but are prohibited in Lake Naomi – Timber Trails. In order for a Code of Conduct to be issued, the Rangers must catch the action in progress or be able to find evidence that it occurred. If that criterion is met, the property owner is issued a Code of Conduct violation and is fined according to the Code of Conduct.

The PPCA Board opened the meeting for Member questions. The questions received prior to the meeting were read and answered. The chat feature questions were read and answered by the Board. Those questions and answers can be heard by listening to the PPCA Annual Meeting available by using the private URL for the video recording:

<https://vimeo.com/581591033/f6652d7ab3>

There being no further business, the Annual Meeting of the Pocono Pines Community Association, Inc. was adjourned at 11:49 AM.

Respectfully Submitted,  
Wendi Freeman, CMCA, PCAM  
Association Manager