

# Winona Lakes Property Owners Association Board of Directors

## January 17, 2015 BOD Meeting Minutes

**Call to Order:** 10:07 am

### **(1) Quorum Roll Call:**

**Present:** Robert Fenlon (President), Oscar Woerlein (Vice-President), John Kobiela (Treasurer), Jeff Reichl (Secretary), Kaitlin Santana (Director), Janet Foster (Director), Steven Potestio (Director) and Stephanie Fenlon (Director-arrived at 11:24am).

**Absent:** Mary Sparich (Director).

### **(2) Approval of Minutes of previous meetings**

(a) Robert Fenlon moved to table the approval of the June 21, 2014 regular meeting, September 20, 2014 regular meeting, and September 20, 2014 closed session meeting minutes. Seconded by Janet Foster. Motion carried 7-0-0.

(b) Robert Fenlon moved to approve the December 20, 2014 regular meeting minutes as written. Seconded by Janet Foster. Motion carried 6-0-1.

(c) Robert Fenlon moved to approve the December 20, 2014 closed session meeting minutes as written. Seconded by Kaitlin Santana. Motion carried 6-0-1.

### **(3) Reinstatement of members**

**(4) Attorney's Report:** Robert Fenlon gave update on Oval Management issue and Brown vs WLPOA case.

### **(5) Treasurer's Report**

(a) **Collections:** Collections and financial update was given by John Kobiela.

(b) **Susquehanna-Roseland Power Line Project:** Robert Fenlon moved that the Board authorize the President and the Treasurer to take any and all action on behalf of the Winona Lakes P.O.A. in regard to the Susquehanna-Roseland power line project. Seconded by Steven Potestio. Motion carried 7-0-0.

**(6) Manager's Report:** Robert Fenlon moved to obtain an approved design from an architectural firm for the office, doors and window for safety windows. Seconded by Oscar Woerlein, Motion carried 7-0-0.

Robert Fenlon moved to obtain an architectural design to evaluate the front entrance to make it handicap accessible. Seconded by Kaitlin Santana. Motion carried 7-0-0.

### **(7) Committee Reports:** None

Robert Fenlon moved to nominate Kaitlin Santana as the WLPOA webmaster. Seconded by John Kobiela. Motion carried 7-0-0.

**(8) Awarding Contracts:**

**Energy Technologies Proposal (Purchase/install of new ductless split system in office):** Steven Potestio moved to obtain at least two more bids for the HVAC unit in the office. Seconded by Kaitlin Santana. Motion carried 7-0-0.

**(9) Hearing upon, adoption or amendment of proposed changes to the Rules & Regulations or policies on second reading**

**(a) Amended Tenant Registration Policy:** Janet Foster conducted the second reading on the Amended Tenant Registration Policy. Robert Fenlon moved to approve the amendments to the Tenant Registration Policy. Seconded by Janet Foster. Motion carried 7-0-0.

**(b) Rule for Amenity Use:** Janet Foster conducted the second reading on the Rule for Amenity Use. Robert Fenlon moved to approve the Rule for Amenity Use. Seconded by Janet Foster. Motion carried 8-0-0.

**(c) Rule for Appeal of Violation/Fine:** Kaitlin Santana conducted the second reading on the Rule for Appeal of Violation/Fine. Robert Fenlon moved to approve the Rule for Appeal of Violation/Fine. Seconded by Oscar Woerlein. Motion carried 8-0-0.

**(10) Other Unfinished Business**

**(a) Brown v. Winona Lakes (closed session)**

**(b) Round hill Drive Closure:** Pending

**(c) Credit cards (closed session)**

**(d) WLPOA v. Ebert-Johnson- update:** Robert Fenlon gave update.

**(e) Property management company (closed session)**

**(f) Middle Smithfield Township zoning hearing on Oval Management (Jan 13<sup>th</sup>)-update**

**(11) New Business**

**(a) St. Patrick's Day Party:** Robert Fenlon moved to approve the St. Patrick's Day Party for Saturday, March 14, 2015 from 5:00-10:00pm. Seconded by Oscar Woerlein. Motion carried 8-0-0.

**(b) Outside entrance to Clubhouse (Handicap Accessibility):** Motion made under "Manager's Report".

**(c) Levied Fines- Update**

**(d) Energy Technologies Proposal (Purchase/install of new ductless split system in office):** Motion made under "Awarding Contracts".

**(e) Wayne Bank (closed session)**

**(f) Dumpsters:** Steven Potestio moved to prohibit any permanent dumpsters for household waste within Winona Lakes. Seconded by Kaitlin Santana. Motion carried 8-0-0.

**(12) Proposed changes (additions, deletions and modifications) to the Administrative Code, Rules and Regulations and policies on first reading**

**(a) Amended Smoking and Tobacco Rule (Fine Schedule)**

Robert Fenlon conducted first reading on Amendment Smoking and Tobacco Rule.

**(b) Amended Unsightly Property Rule (Fine Schedule)**

Robert Fenlon conducted the first reading for the Amended Unsightly Property Rule.

**(13) Communication (a) written and (b) oral petitions, hearings and comments by members:** None

**(14) Secretary's Report:** given by Jeff Reichl

Robert Fenlon moved to go into closed session at 1:00pm. Seconded by Oscar Woerlein. Motion carried 8-0-0.

**(15) Miscellaneous:** None

**(16) Adjournment:** 2:03pm

Respectfully Submitted,

Jeff Reichl, WLPOA Secretary

**Approved: 2/21/2015**