

Sunrise Lake Property Owners Association, Inc.  
101 Sunrise Drive  
Milford, Pennsylvania 18337  
Telephone: 570-686-1880 Fax: 570-686-2320  
[www.sunriselake.org](http://www.sunriselake.org)

SLPOA Board Meeting  
Thursday, February 24, 2022  
Held by Webex and in person

Meeting opens with Pledge of Allegiance

Wendy Westock officially calls meeting to order at 7:03 p.m.

#### ATTENDANCE

Wendy Westock, President	Present
Amy Panetta, Vice President	Present
Christine Hollay, Treasurer	Present
Diane Meyerhoff, Secretary	Present
Sophie Altvater, Director	Present
Chuck Roberts, Director	Present
Doug Dow, Director	Present

#### Board Report:

We have contracted with a new security company. Tristate Security services will be on site over the next few weeks and will be fully operational by mid-March. As soon as we have the new dispatch phone number, we will notify the community. In the meantime, please call 911 for all emergencies and for other non-emergency security issues contact the office. Unfortunately, our prior company was not able to provide the services that Sunrise requires, therefore, it was decided to end our relationship with them and hire a company that the Board feels will better serve the community.

The Rattlesnake Creek culvert project paving will be completed in the Spring. Wayco is scheduled to return once the weather warms to fill in the holes from the stone settling and fully pave the roadway above the culvert.

The board has contracted with Pennoni Associates. This is the company that performs our yearly dam inspections and has recently updated and submitted our Emergency Action Plan which is required by law to be in place should the dam fail. The new contract is related to the Lake culvert replacement project. Pennoni is working with DEP to obtain the required Letter of Authorization. Once this LOA is submitted to the DEP, it is expected that the review and approval process will take at least a year as DEP is that backed up. Unless it becomes an emergency situation, which is not expected, we are looking at the earliest of Spring 2023 to begin the actual work. We will keep you updated as we know more.

Real estate – **2020** - 67 homes and 14 lots sold, **2021** - 75 homes and 11 lots sold, so far in **2022** - 9 homes and 6 lots sold plus there are 2 pending home sales.

Upcoming events on the Sunrise calendar: watch for details in email blasts or call the office for more information.

Lake committee meeting – March 22<sup>nd</sup> at 7:00 p.m. at the Sunrise Office.

Budget/Membership Meeting – April 12<sup>th</sup> at 7:00 p.m. in person and Web Ex – details and draft budget will be available prior to the meeting.

Yard Sale – May 28<sup>th</sup>, raindate May 29<sup>th</sup>.

Dumpster Day – June 4<sup>th</sup>.

Craft Fair – July 2<sup>nd</sup>, raindate July 3<sup>rd</sup>.

Fishing Derby – TBD – hosted by the Lake Committee

Plans for 2022 season of the 739 Sea Ray swim team are in the works and details about registration and schedules will be available soon. We are looking forward to an exciting season and lots of fun for the kids. The swim team will be hosting a number of events at the pool which will be open to all community members in good standing.

Sunrise needs summer help at the pool. There are openings for lifeguards, pool attendants and concession staff beginning Memorial Day through Labor Day. Easy commute, flexible schedules, and competitive pay.

The board is aware of the multiple issues with mail delivery. If you receive a package in error please call or drop by the office so Karen or Jessica can contact the correct person. We are researching what can be done about the deteriorating mailboxes and looking at ways to possibly replace them. We have hired an engineer to develop plans for the improvement of the mailbox areas that adhere to both postal



regulations and township codes. We hope to have more specifics at the next membership meeting scheduled for April 12<sup>th</sup>.

The board encourages any resident with questions, suggestions or concerns to call the office directly at 570-686-1880 or email the board at [slpoabod@sunriselake.org](mailto:slpoabod@sunriselake.org). The best way to get accurate and up to date information is to contact the office or email the board.

### **Treasurers Report:** Christine Hollay

Bank account balances were given as of February 24, 2022.

The office has sent out two mailings and are currently working on a third mailing for delinquent owners. We have had some success with owners in the one to three year delinquency category. We send letters out as a first step. We offer payment plans to all delinquent owners.

The next step if we do not get a response from the owners, is either referral to a collection agency or further legal action with our attorney.

Finally, the Board has reinstated monthly accountant oversight from our accountant Myer and Myer. We are currently making plans for an audit or review at the end of this fiscal year.

### **Old Business**

Motion made to approve the November 18, 2021 minutes.

Amy Panetta 1<sup>st</sup>  
Doug Dow 2<sup>nd</sup>.  
All approve.

### **New Business**

Motions for bill payments authorized at previous work sessions:

**Stoneybrook Excavating** - \$2,200.00 monthly for rental of machine to mix and load road materials.

**Wayco** - \$41,300.00 for work done on Rattlesnake Creek culvert, includes pipe, installation, permits and engineering services.

**Wayco** - \$130,293.92 – paving of Spruce Lake and Buck Run.

**Myer and Myer** - \$625.00 – completion of 2021 tax returns.

**Pennoni and Associates** - \$1,590.00 for 2021 dam inspection and balance due on EAP submission.

Contract signed with Aquatic Services - \$4,280.00 for 2022 lake water management.

Contract signed with Tri-State Security services - for 4,160 hours from March 2022 to February 2023. Hourly rate is \$27.25 which includes guard, vehicle, 24/7 dispatch and all other related services and equipment.

Contract signed with Pennoni Associates for engineering and project management services related to the Lake Culvert Project \$22,000.00.

Motion made by to approve:

Amy Panetta 1<sup>st</sup>  
Christine Hollay 2<sup>nd</sup>  
All approve.

### **Questions from Residents:**

Resident: Is the main culvert getting repaired this Spring?

Wendy Westock: We have signed a contract with Pennoni to get letter of authorization from DEP and engineering drawings to go with it. That work has begun. Once the letter of authorization is submitted to the DEP, it is expected that the review and approval will take at least a year. We are looking at next Spring possibly.

Resident: What percentage of homeowners currently pay dues?

Christine Hollay: About 84% of the homeowners paid what was actually due this year, and 69% of the lot owners, which is more than our budgeted amount.

Resident: Regarding the concrete blocks that have appeared on the ballfield, are they there to protect the field from cars and vandalism?

Chuck Roberts: Yes.

Resident: Regarding the lake culvert replacement, once we get approval from Pennoni, are we going to send this out to bid?

Amy Panetta: Yes. Paving will also go out to bid this year.

Resident: I would like to thank the Board for listening to what is going on which helps us to have a better environment.

Resident: Can you say why security company was dismissed? Do you have a

sense what kind of vandalism has been in the community?

Amy Panetta: I can address the vandalism: We have had cars and quads driving on the ballfield, with the ground being soft from the weather, they are making ruts and ripping up the grass. We have had stop signs and road signs pulled out of the ground. Recently, we have had spray painting on some of the stop signs and community signs. A lot of this happens by the pool parking area. A couple by Spruce Lake. There have been cars and 4-wheelers on the grass areas on Cabin Road ripping it up and causing damage.

Resident: Any house break-ins that you are aware of?

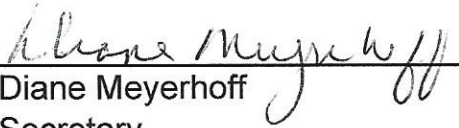
Board: Not that we are aware of.

Resident: Neighbor had his shed vandalized about 2-3 months ago with equipment taken from Midlake Drive.

Wendy Westock: I hope they contacted the State Police. Once they are involved, we do not get any information on this. They do not share this knowledge. If we hear something, we will pass this on to the State Police. Once security is on, they will be on top of this as much as they can.

Wendy Westock: Next meeting will be April 12, 2022. You will be getting email reminders, a postcard and a copy of the draft budget prior to that meeting.

The minutes are respectfully submitted to the best of my ability.

  
Diane Meyerhoff  
Secretary  
SLPOA BOD

4.15.22  
Date