

Sunrise Lake Property Owners Association, Inc.  
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[www.sunriselake.org](http://www.sunriselake.org)

SLPOA Board Meeting  
Thursday, November 18, 2021  
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

**President's Report:**

Wendy Westock for the SLPOA BOD

I am thrilled to announce that work on Rattlesnake Creek culvert started today. Should be completed by the end of the month if the weather cooperates, and all necessary inspections are complete.

Just to give a little background –In the fall of 2019 Amy and I as requested by the BOD contacted Wayco to discuss moving ahead with plans for repair to the Rattlesnake culvert so it could be included in the upcoming 20/21 budget. We were aware that permits would be required from several agencies, what we weren't aware of was that in March of 2020 everything closed due to COVID including the permitting agencies. During the fall of 2020 the culvert was inspected, and we were required to restrict traffic to one lane with weight limits. This was inconvenient but did not affect traffic flow.

Wayco submitted the initial drawings for the Rattlesnake culvert replacement per DEP and Army Corps of Engineering requirements at that time on October 29, 2020. Revisions were required and updated drawings were submitted on Feb 5, 2021. The final approvals (permits) were issued on June 22, 2021. Rattlesnake Creek is a protected trout stream and thus multiple agencies had to be involved in the process including DEP, PA Fish and Boat Commission, Pike County Conservation District, and the Army Corps of Engineering. All was fine, with little interruption to the Community until Hurricane Ida struck which caused the road to collapse on September 2, 2021. So here we are 2.5 months later, and the work is starting.

The Lake culvert is a separate issue. It was initially thought that this project could be done with emergency approval from the DEP once Rattlesnake Creek was completed. This is not the case due to additional damage from this year's flooding and the closeness to our main dam.

When the original Lake culvert pipe was installed, no drawings were submitted or permits applied for so there is no record of what exactly is under the road and in the lake. It is nearly impossible to see inside the pipe as there is no way to stop the water flow and that would be tricky because the culvert empties into Rattlesnake Creek and any work on it could potentially affect the protected trout stream.

Therefore, the board is in the process of contracting with Pennoni Associates (who perform our yearly dam inspections and have developed and submitted our Emergency Action Plan which is required by law to be in place should the dam collapse) to oversee the Lake culvert project. They have already been in contact with DEP to begin the process of obtaining a Letter of Authorization. Once this is submitted the review and approval process takes about a year as DEP is that backed up. Unless it becomes an emergency situation, I anticipate that we are looking at sometime in late 2022 but probably realistically spring 2023. We will keep you updated as we know more.

Real estate – 2020 - 67 homes and 14 lots sold, so far in 2021 - 67 homes, 11 lots plus 7 pending home sales.

**Treasurers Report:** Christine Hollay

Financial report given: Bank account balances as of November 17, 2021 were given and compared to same time last year. The next steps in our collection proceedings will be discussed with the Board for those residents who didn't reply to the statements that were sent to them.

**Maintenance Report:**

Chuck gave an update on the salt shed. The salt shed roof has been repaired and salt is being delivered.

Wendy updated rattlesnake creek and the lake culvert during her President's report.

**Project Reports:** Sophie Altvater

Dumpster Day was held on October 23, 2021. 128 residents signed up to participate. We used 12' containers, 3 of them were for metal. It was a great success and we are hoping to hold one again in the spring.

The Yard sale was held on October 9, 2021. There were 10 residents selling their wares. Again, hopefully another yard sale will be held during Memorial Day weekend.

On December 5, 2021, we will be holding a Tree Lighting ceremony at 5:30 at the office. We will have Santa and people can take pictures. There will be refreshments and Brian Krauss' chorus will be entertaining us. A blast will be sent out to residents.

There will be a Holiday House Tour. Residents will be able to call the office to put their name on the list so their Christmas decorations may be enjoyed by the community.

Food Drive: Donations are due by November 19, 2021.

Toy Drive: Donations are due by December 10, 2021.

**Lake Committee:** Doug Dow

Lake committee met on October 19, 2021.

The committee agreed to recommend uniform signage on all the lakes and that they would hold a fishing derby in 2022.

No further meetings scheduled until Spring 2022.

**Security Committee:** Diane Meyerhoff

Diane thanked the residents that were involved in researching security companies. We found St. Moritz and now have 2 permanent guards paroling our community. This committee has no future meetings scheduled.

**Dues Raffle:**

We will be holding a Dues raffle again this year. Tickets will be available during board meetings and also at the office beginning in the late winter.

**Old Business:**

Wendy Westock asked for a motion to be made to approve the September 15, 2021 minutes.

Motion made: Diane Meyerhoff  
Motion seconded: Wendy Westock  
All agreed

**New Business:**

Christine Hollay asked for a motion to approve the following bills:

*Affordable Container Service:* \$6,781.00 - Dumpster Day  
*Clear Span Fabric Structures:* \$14,180.67 - Salt shed roof replacement -  
Balance due - total replacement cost \$29,710.85  
*Top Notch Electric:* \$838.14- Replacement part for pool, backup pool starter  
*Univest Insurance:* \$8,510.00- Insurance renewal deposit (\$37,294.00) total  
premium for 21/22. Increase of 3.7%.

Motion made: Christine Hollay  
Motion seconded: Chuck Roberts  
All agreed

**Questions from Residents:**

Resident: Asked about Rattlesnake creek drawings.

Chuck Roberts: Explained how rattlesnake creek was going to work with a longer pipe and it would be wider. There is a lot of water going through because of the weather.

Resident: What is the status of the culvert by Sunrise Lake?

Wendy Westock: We need to start from scratch. Pennoni Associates have been hired to oversee the lake culvert project. They will be in contact with DEP and other permitting agencies. Please refer to President's report for more details.

Resident: The newly paved roads seem to be getting narrower. He would like to have a standard width of all roads and would like to see these jobs put out for bids from other companies.

Resident: Brought up "eyesores" throughout the community and would like to know what will be done about them.

Wendy Westock: Asked any resident to call the office and give addresses so office, BOD and security can investigate.

Resident: Asked if a resident committee could be formed to handle "eyesore" properties.

Amy Panetta: She informed the resident that we can't send someone to go on someone else's property without the property owner's permission. Resident was told to contact the office with properties in question.

Resident: Why was there \$14,000 for recreation in the budget from last year?

Wendy Westock: Told the resident that the money included all pool costs.

Resident: Could we use a lawyer to send letters to residents that don't pay their fines?

The board will consider suggestion.

Resident: The resident was concerned about a dog that was being left outside on the deck of a neighbor's house. The dog was constantly barking at all hours.

Wendy Westock: Asked the resident to call the office with details and we can send security to investigate.

Resident: Wanted to know who was in charge of septic tanks and why did we have to get them pumped?

Chuck Roberts: Told the resident that the septic system is designed for the amount of bedrooms in the house. Even if there is only one person living there, it depends on how many bedrooms. Every property owner must have their tank inspected or pumped according to Rule 2.1.

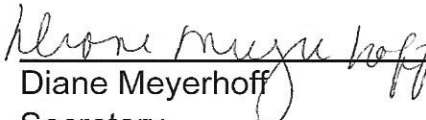
Doug Dow made a motion to adjourn the board meeting at 8:30 p.m.

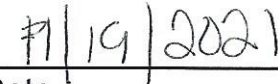
Motion made: Doug Dow

Motion seconded: Christine Hollay

All in favor

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

  
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Diane Meyerhoff  
Secretary  
SLPOA BOD

  
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Date