Leisure Knoll at Manchester Association
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BOARD OF TRUSTEES
OPEN MEETING 10:00 AM VIA GO TO MEETING
APRIL 14, 2021

I. CALL TO ORDER - The meeting was called to order by Bill Scarpone at 10:04 AM.

II. PLEDGE OF ALLEGIANCE – Led by Vlad Kowaliwskyj

III. ROLL CALL - In attendance were President: Bill Scarpone, Vice-President: Vladimir Kowaliwskyj, Treasurer: Karen Ferone, Secretary: Lynn Miller, Trustees: Pat Shinners, Janet Zelinski and Fran Lupico and Community Manager: Mary D'ime

IV. GUEST(s) - N/A

V. REVIEW/APPROVAL OF MINUTES

1. March 10, 2021- Motion to accept the March 10, 2021 minutes made by Pat Shinners and seconded by Fran Lupico. All in favor.

VI. TREASURER'S REPORT

1. Statement of Cash Flow 4/14/21 - Motion to accept the statement of Cash Flow 4/14/21 made by Fran Lupico and seconded by Janet Zelinski. All in favor.

STATEMENT OF CASH FLOW

APRIL 14, 2021

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$	305,974.51	* Included in Total		
			Insur Pckge (5/9)	$	10,506.00
			Tree Repl	$	30,347.49
			Apr Rsve Contrib	$	68,292.00
			Apr Lawn	$	62,994.70
			Mar Member Fees	$	25,000.00
Reserves	$	- 0 -	* Included in Total		

Lawn & Snow	$ 67,168.09	* Included in Total Apr Lawn	$ 67,168.09	

BALANCES AS OF Apr 12, 2021		CD's - RESERVES		
Operating	$ 780,021.51	$ 200,000.00	0.050 %	6/21
Reserves	$ 1,575,164.01	$ 60,000.00	0.020 %	7/21
Lawn & Snow	$ 745,476.09	$ 240,000.00	0.050 %	8/21
		$ 180,000.00	0.050 %	9/21

*Invoices of $ 10,000. 00 or more

VII. PRESIDENT'S REPORT – Bill opened up the meeting by stating we hope to be able to open in person at some time in the future. Updates: still hearing from residents about use of our equipment. Outside games are open but held to the state and governor's guidelines so we cannot provide the equipment. 5/3 will open the gym (7 people max) and 5/29 will open the pool (50 max). Registration is now open. There will be one entrance and one exit at the pool. Reminded residents to renew badges (form in Knoll News) and specific instructions on how to register for gym/pool. Bill reminded everyone to please wear your ID badge. Tennis/Pickle Ball start date will be slightly delayed due to weather restrictions. Indoor restriction still limited to 25 people and BOT will look at possible inside options. Outdoors limited to 200 using COVID guidelines.

VIII. MANAGERS' REPORT –

1. This year we will have 3 open positions for the Board. These positions will serve 3 years and information will be in the May issue.
2. Received about 170 combined reservations for both gym and pool through August.
3. Unfortunately, Fran our receptionist had to leave due to personal issues. A temp was brought in today. Her name is Cathy.
4. John has replaced the day attendant and only had a couple of issues during his first week. John has been brought up to speed and we are seeing a significant improvement.
5. Security Company will sponsor a shredding event again this year down by the maintenance facility. Looking at one of three days in October, 2, 9,16th.
6. J&J vaccine has been put on pause. We will wait and once it's released, we will work with the provider to come to our site to administer the vaccinations. We have 40 registered thus far.
7. Ocean County has started free transportation for those who cannot get to a vaccination site in Ocean County. This is open to 60+ and those on disability. Call 732-736-8989 extension 1 to make a reservation.
8. Still on target for opening gym and pool. Only hiccup is the slight delay for opening the tennis/pickle ball courts due to weather conditions.

9. Flexibility is key to keeping everyone safe. As a result, we are able to update the latest release form to expand the area for travel restrictions (NJ, NY, Conn., Del, PA. and 14 days down to 10 days). It's available to download on the website and the docu-tree in the lobby at LL.

IX. MOTIONS

1. Approval of Proposal from Control Systems to Install Video Camera on Far Side of Lake - Vlad Kowaliwsky made a motion to approve the proposal from Control Systems to Install a Video Camera on the Far Side of the Lake. The cost for this is $3,081.46 tax included. This will be provided by the Reserves Budget. Lynn Miller seconded it. All in favor.
2. Approval of Proposal from American Pool for Pool Management Services 2021-2022 Seasons - Fran Lupico made a motion to approve the Proposal from American Pool for Pool Management Services 2021-2022 Seasons. The cost for the 2021 season is $84,191.88 tax included and the cost for the 2022 season is $86,291.88 tax included. This will be provided by the Operating Budget. Vlad Kowaliwskyj seconded it. All in favor.
3. Approval of Proposal from Extreme Marine to Replace Lake Mini-Dock - Karen Ferone made a motion to approve the proposal from Extreme Marine to Replace the Lake Mini-Dock. The cost for this is $24,740, tax included. This will be provided by the Reserves Budget. Lynn Miller seconded it. All in favor.

X. COMMITTEE REPORTS – Activities- Bill Scarpone met with this Board. They are continuing to update the monthly calendar and thanked the community for all their assistance during the last 15 months.

XI. OLD BUSINESS – Mary provided an update from DTE. They started this week with mowing, pre-emergent and post emergent for weeds and fertilization. Bill reminded everyone about the leash law and to be careful with your pets particularly during this time of year when treatments are supplied. Vlad made an announcement that the garden area has 3 plots available for gardening behind the maintenance building. If interested, please call Vlad.

XII. NEW BUSINESS – Garage sale is on for September 18th. Marilyn Larsen will be planning this around bulk pickup.

XIII. ADJOURNMENT – Vlad Kowaliwskyj made a motion to adjourn. Karen Ferone seconded it. Adjournment at 10:48 AM.

XIV. OPEN FORUM

1. Phil Falzarano- inquired why DTE did not place notices within the last 30 days around the community about treatments being applied and what was used since his dog became very ill. Mary stated that DTE just began their first treatment this past Monday and Notices were put out at each entrance.
   Phil asked about the information available to the ambassador at the pool- what format will the release form be- paper or electronic? They will have a paper roster. Phil states it has to be electronic. That is a violation of privacy but Mary stated she cleared it with our attorney. Phil stated that all changes should be notified by paper/email per the bylaws.
2. Gail Noonan- stated the community looks beautiful.
3. Bill & Diane Bivins- stated that on 4/6 they had a visitor that was not announced twice. This is their third complaint. First visit was at 10am and same visitor came back at 7 pm. Tried calling the gate house and office to no avail. Security has come back and confirmed training requirements. Guard did allow a few cars through when the line was backed up with a lot of cars. The Guard now knows to request names for all appropriate visitors. Bill B. also verified no one is wearing badges. Bill B. inquired about using ID cards with pictures. The BOT will look into this.
4. Mike Fressola- his question was answered by a previous response.
5. Phil Falzarano- Phil inquired when there is an outage why doesn't the Association contact Comcast and arrange for credit to apply to applicable homes because we signed the initial base agreement. The office has not been contacted about numerous outages until now. Usually it's because of internet connection which is an additional option above the base contract. Outages vary and it's not always the entire community. It can be only one section. Phil also inquired why the resident needs to call when a street light is out. Mary stated that it is JCP&L's requirement, not the Association's. Phil asked Mary to have our attorney provide him with a memo saying the paper list provided at the pool satisfies the privacy of the residents. Phil stated the compliance notice that was placed on the unofficial was inappropriate. This was addressed. What rules do we enforce around registered vehicles? Pat responded to Phil's commentary about the registered vehicles down below. Every resident receives a letter every year asking for an updated registration. This has recently been completed and every car now has an updated registration. Bill Scarpone stated we do everything we can to enforce the rules. Phil stated that Comcast told him they have to rewire certain areas of LK. Some of the existing Hotwire wires were used to install Comcast. Association is not aware of any mass rewiring by Comcast. Lastly, inquired about the ACC and that we are in violation of the ACC rules. We have 5 rather than 3 because we have alternates who work on various days. They are volunteers and approved by the Board. When the builder was in control, one of the members needed to be someone appointed by the township. Per Mary, once the homeowners take over, it is taken over by the BOT.
6. Joan DeJessa – is asking if information on what they need to know as newcomers, contacts, etc. could be provided in the Knoll News and 1970 such as quick tips.

7. Mike Fressola - his name was listed as the speaker during Mr Falzarano's comments but it wasn't him.
8. Marilyn Larsen – she identified herself as the person responsible for the comment about the garbage and that was not her intent and apologized.

Karen Ferone made a motion to end the meeting, seconded by Fran Lupico. Meeting adjourned at 11.50 AM.

Respectively submitted,

Lynn Miller

Lynn Miller, Secretary