

**Collings Lakes Civic Association  
General Meeting Minutes  
Monday, March 1, 2021**

**Call to Order**

The meeting was called to order by President, Kyle Smith, at 7 p.m. He asked all in attendance to join the Board in reciting the *Pledge of Allegiance* to the Flag. It was noted that, due to COVID-19, this meeting was held via Zoom.

**Roll Call of Officers & Committee Chairpersons**

President Kyle Smith addressed the roll call with the following Board Members being present: Kyle Smith, President; Stephen Naegle, 1st Vice President; Steve Slimm, Treasurer (joined at 7:12 p.m.); Nick Ninfa, Trustee; and Tom Veneziale, 2<sup>nd</sup> Vice President; April Schauer, Secretary; and Donna Sutts.

**Reading of Minutes from Last Meeting**

Board Secretary April Schauer read the February 1, 2021 Meeting Minutes. President Kyle Smith asked the Board if there were any comments, questions, or corrections, to which there was none. Steve Slimm made a motion to accept the Minutes of February 1, 2021, Tom Veneziale seconded. All Board Members were in favor to approve the Minutes.

**Accounts Receivable Report**

The Accounts Receivable Report was presented by Tom Veneziale who stated, through February 31, 2021, the account balances are as follows:

Late Fees	\$5,937.88
Legal Fees Collected	\$5,578.05
2020 Special Assessment	\$145.70
New Resident Set-Up Fee	\$269.54
Association Fee (Past Due)	\$170.72
Tier 2 Association Fee	\$19,880.47
Tier 3 Association Fee	\$2,797.31
Tier 1 Association Fee	\$3,920.39
Tier 1 Dam Fee	\$11,553.90
Tier 2 Dam Fee	\$60,277.15
Tier 3 Dam Fee	\$8,740.71
Other Income:	
Interest Income	<u>\$82.19</u>
<b>TOTAL INCOME</b>	<b>\$119,354.01</b>

Kyle Smith asked if there were any questions about the Accounts Receivable Report. April asked why the New Resident Set-Up Fee was not a whole number. Tom stated that was how it came out this month. Kyle asked Steve and Lynn investigate this and advise for the next meeting. Steve then called for a motion to accept the Accounts Receivable Report. April Schauer made a motion to approve the Report, and Nick Ninfa seconded. All Board Members were in favor.

**Treasurer’s Report/ Bills for Approval**

Steve Slimm stated that the following bills were paid during the month of February 2021:

Bonnie Slimm	\$5.97	Office Supplies (paper clips)
Hill Wallack	\$13,510.75	Legal Fees/Collections
Kyle Smith	\$15.98	Intuit Fee for Zoom Meeting
Lynn Veneziale	\$21.97	Office Supplies
	\$1,000.00	Bookkeeper
	<i>\$1,021.97</i>	<i>Subtotal for Lynn Veneziale</i>
Passarella Smarra	\$1,750.00	Filing of Taxes
CPA		
Pennoni Associates	\$1,503.74	Dam Engineering
RD Zeuli	\$244,000.00	Dam Contractor
USPS	<u>\$220.00</u>	Stamps
<b>TOTAL</b>	<b>\$262,028.41</b>	

Steve also presented the Treasurer’s Report through February 28, 2021. The account balances were as follows:

Checking Account	\$151,966.46
Games of Chance	\$2,556.95
Money Market	\$70,015.81
Dams	<u>\$599,001.01</u>
<b>ACCOUNTS’ TOTAL</b>	<b>\$783,540.23</b>

Kyle Smith called for a motion to accept the Bills for Approval and Treasurer’s Report. April Schauer made the motion, and Tom Veneziale seconded. All present were in favor.

**Dams Update**

Steve from RD Zeuli was also present for a portion of the meeting and provided an update on the Braddock Dam. Steve stated that the weather had slowed down the progress a bit. He offered that the large base pour in the spillway has taken place, and another pour for the box that makes the spillway sluice gate at the end of this week. After that there will be some grading and off the embankment as well as the protection of that embankment toward the beach. The sluice gate delivery is still on target for the end of the March. When that is installed, we will then begin to remove the temporary cofferdam and then begin in earnest and the shoreline protection on the Black Horse Pike side. By the end of March, weather permitting, the project should be substantially complete.

Kyle asked Steve how much the weather slowed the progress and Steve stated 2 ½ - 3 weeks. Steve also offered that multiple drones are being flown to record the progress.

There were a few questions asked about the dam progress:

**Q:** When will the lake be filled?

**A:** There is a timeline set. There are inspections that must be completed before this can be done. Other lakes are being raised now.

**Q:** Should the beach cleanup take place before the dam is completed?

**A:** Yes, but stay clear of any construction work/equipment.

**Q:** Will the lake be at the same level as before?

**A:** This is a question better to ask the engineer.

**Q:** At the last meeting, the engineer and contractor were going to either look for other vendors who could supply the sluice gate or possibly get a different size gate. What decision was made?

**A:** After checking various vendors throughout Canada and the United States, no one can provide one any sooner than the one that was ordered from Canada.

Lastly, Steve stated that there are ongoing reports and inspections that are submitted by Beth to Dam Safety.

## **Committee Reports**

### **Dams**

Committee Chair Josh Anderson thanked the engineer and contractor for their efforts. Steve Slimm stated that they are working on raising the water levels at the other lakes.

### **Grounds**

Committee Liaison Nick Ninfa stated that he checked into the status of the house with the open septic on Braddock. He asked Kyle if there was any update on paving this road, which is partly Buena and Folsom's responsibilities. Kyle stated that he will check with both municipalities to see if there is any update.

Nick suggested a clean-up for Saturday, March 27 at 10 a.m. Steve Slimm made a motion to allot up to \$150.00 toward the clean up for bags, gloves, and pizzas. April Schauer seconded. All were in favor. Nick stated that the trash bags can be obtained from the ACUA at no charge. Committee Chair, Ashley Diguglielmo stated she would make up a flyer for the event. Once the flyer is done, Kyle stated that he would get it on the Facebook page and have Stephen Naegele put on the website and send out through email.

### **Welcome Committee**

Kathryn Nodolski stated that she needs a list of new owners. Steve Slimm stated that he would get a list of the new owners to her.

### **Fundraising**

Donna Sutts inquired if the 50/50 tickets had been received, to which they have not. There was a brief discussion about the Easter Egg Hunt; however, due to the COVID restrictions still being in place, the Board felt it would be best to not have one in 2021. There was then a conversation about the Easter Flower Sale. It was agreed that there would be a sale on Saturday, April 3, at 1<sup>st</sup> Beach. Martha Anderson and Kathryn Nodolski stated that they would be available to sell the flowers. Donna indicated that she would reach out to obtain the flowers, which would consist of tulips, daffodils, and hyacinths.

## **President's Report**

Kyle Smith asked the Board Members to provide him with information for the next newsletter. He stated that he is excited to see the concrete poured and progress with the dam.

## **Communications**

None.

## **Old Business**

No Old Business to report.

### **New Business**

Kyle Smith asked if there was any progress with the bureaus of those with collection accounts. Steve Slimm stated that he had been working on it with the attorney; however, the attorney had a death in the family. He will catch up with the attorney soon.

Nick Ninfa questioned what was going on with the bank. Steve Slimm stated that the bank is instituting a policy with the number of allowable transfers per month. Steve explained that all funds are deposited into the checking account and then transferred to the appropriate account from there. TD Bank will be limiting these transfers to six per month at no charge and then \$9.00 per transfer thereafter. Steve explained that there are typically 15 transfers per month. He has scheduled a meeting with the bank manager later this week, and if they are not willing to work with us, Steve will begin to look for a new bank that is more accommodating.

Nick Ninfa also wanted an update regarding the document storage and suggested cloud storage rather than an external hard drive. Steve Slimm stated that according to advice received by the attorney, not every Board Member should have access to Owner account information. He further stated that with the purchase of the external hard drive there would be two backups – memory stick and the external hard drive. Steve Slimm made a motion for an expenditure of up to \$150 for an external hard drive and any necessary cables needed. April Schauer seconded the motion. A vote was taken, and all Board Members were in favor.

### **Trustee Reports**

- Donna Sutts – nothing to report.
- April Schauer – nothing to report.
- Tom Venezia – nothing to report.
- Nick Ninfa – nothing to report.
- Steve Naegele stated that the 50/50 tickets are in progress and should have within a week or so.
- Steve Slimm stated that for the Owners who have not paid, they have been turned over to the attorney and that the Board Members cannot speak with them. If anyone phones about their payments at this point, please check with or refer them to Lynne or himself to address. Kyle asked Steve to give a breakdown on the amount of money paid toward the work on the dams. Steve said \$536,600 has been paid, there is an invoice for \$131,000 pending review by the engineer, which will leave a balance of \$326,727 remaining.

### **Open Floor to Members Questions / Comments / Issues.**

A Tier 1 Owner asked if 50/50 tickets could be sold at the same time as the flower sale. Kyle thought that was a good idea. It was then discussed that the 50/50s would be sold until Memorial Day weekend and then a drawing take place either Memorial Day weekend (via a Facebook live event) or at the June meeting.

### **Adjournment**

President Kyle Smith stated that the next monthly meeting will take place on Monday, April 5, 2021 at 7 p.m., via Zoom. There being no further business to discuss, Steve Slimm made a motion to adjourn and April Schauer seconded. All were in favor. The meeting was adjourned at 7:55 p.m.

11:00 AM  
02/28/21  
Cash Basis

Collings Lakes Civic Association  
Profit & Loss  
February 2021

---

	<u>Feb 21</u>
Ordinary Income/Expense	
Income	
LATE FEES	5,937.88
LEGAL FEES COLLECTED	5,578.05
2020 SPECIAL ASSESSM...	145.70
NEW RESIDENT SET UP F...	269.54
ASSOCIATION FEE <i>PAST DUES</i>	170.72
TIER 2 ASSOCIATION FEE	19,880.47
TIER 3 ASSOCIATION FEE	2,797.31
TIER 1 ASSOCIATION FEE	3,920.39
TIER 1 DAM FEE	11,553.90
TIER 2 DAM FEE	60,277.15
TIER 3 DAM FEE	8,740.71
OTHER INCOME	
INTEREST INCOME	<u>82.19</u>
Total OTHER INCOME	82.19
Total Income	<u>119,354.01</u>
Gross Profit	<u>119,354.01</u>
Net Ordinary Income	<u>119,354.01</u>
Net Income	<u><u>119,354.01</u></u>

9:46 AM  
02/28/21

**Collings Lakes Civic Association  
Transaction List by Vendor  
February 2021**

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>Bonnie L Slimm</b>							
Bill	02/01/2021	1601		ACCOUNTS PAY...		SUPPLIES	-5.97
Bill Pmt -Check	02/01/2021	1601		TD OPERATING ...		ACCOUNTS PAYABLE	-5.97
<b>HILL WALLACK</b>							
Bill	02/01/2021	1599		ACCOUNTS PAY...		LEGAL FEES (COLLECTION...	-13,510.75
Bill Pmt -Check	02/01/2021	1599		TD OPERATING ...		ACCOUNTS PAYABLE	-13,510.75
<b>K SMITH</b>							
Bill	02/01/2021	1600		ACCOUNTS PAY...		INTERNET - ZOOM MEETING	-15.98
Bill Pmt -Check	02/01/2021	1600		TD OPERATING ...		ACCOUNTS PAYABLE	-15.98
<b>L VENEZIALE-NON 1099 ITEMS</b>							
Bill	02/11/2021	1603		ACCOUNTS PAY...		SUPPLIES	-21.97
Bill Pmt -Check	02/11/2021	1603		TD OPERATING ...		ACCOUNTS PAYABLE	-21.97
<b>LYNN VENEZIALE</b>							
Bill	02/01/2021	1597		ACCOUNTS PAY...		ACCOUNTING/BOOKKEEPI...	-1,000.00
Bill Pmt -Check	02/01/2021	1597		TD OPERATING ...		ACCOUNTS PAYABLE	-1,000.00
<b>PASSARELLA SMARRA CPA</b>							
Bill	02/25/2021			ACCOUNTS PAY...		FILING OF TAXES	-1,750.00
Bill Pmt -Check	02/25/2021	1605		TD OPERATING ...		ACCOUNTS PAYABLE	-1,750.00
<b>PENNONI ASSOCIATES</b>							
Bill	02/01/2021	1602		ACCOUNTS PAY...		DAM ENGINEERING	-1,503.74
Bill Pmt -Check	02/01/2021	1602		TD OPERATING ...		ACCOUNTS PAYABLE	-1,503.74
<b>RD ZEULI INC.</b>							
Bill	02/11/2021	1604		ACCOUNTS PAY...		DAM CONTRACTOR	-244,000.00
Bill Pmt -Check	02/11/2021	1604		TD OPERATING ...		ACCOUNTS PAYABLE	-244,000.00
<b>USPS</b>							
Bill	02/27/2021	1607		ACCOUNTS PAY...		POSTAGE	-220.00
Bill Pmt -Check	02/27/2021	1607		TD OPERATING ...		ACCOUNTS PAYABLE	-220.00

TOTAL: \$ 262,028.41

**FEBRUARY 2021 BANK:**

CHECKING: \$151,966.46  
 DAMS: \$559,001.01  
 MONEY MARKET: \$ 70,015.81  
 GOC: \$. 2,556.95  
  
**TOTAL: \$783,540.23**