

**Collings Lakes Civic Association  
General Meeting Minutes  
Monday, September 21, 2020**

**Call to Order**

The meeting was called to order by President, Kyle Smith, at 7:02 p.m. Due to COVID-19, this Meeting was held via Zoom. He asked all in attendance to join the Board in reciting the *Pledge of Allegiance* to the Flag.

**Roll Call of Officers & Committee Chairpersons**

President Kyle Smith addressed the roll call with the following Board Members being present: Kyle Smith, President; Steve Slimm, Treasurer; Stephen Naegle, 1st Vice President; Diane Rode, Trustee; and Tom Veneziale, 2<sup>nd</sup> Vice President. At time of roll call, Diane Rode and Donna Sutts were not present; however, during the course of the meeting, Diane Rode called in stating that she kept getting knocked off and had been present since 7:10 p.m.

Kyle stated that there was an empty seat in Tier 2 to be filled due to a resignation submitted at the August 3, 2020 meeting. April Schauer indicated she was interested in Steve Slimm made a motion to accept April Schauer for the open Tier 2 position and Tom Veneziale seconded. All present were in favor. Kyle swore April in to fill the empty Tier 2 term. Kyle welcomed April to the Board.

There were nominations for Secretary, which was also a vacant position due to the resignation of the Tier 2 representative. Steve Slimm made a motion to appoint April Schauer as Secretary and Tom Veneziale seconded. Kyle Smith asked if April would accept the nomination. Kyle asked if there were any other nominations; there were none. April was appointed unanimously by those Board Members in attendance. Kyle asked that April begin taking Minutes from this point forward.

**Reading of Minutes from August 3, 2020**

President Kyle Smith read the Minutes from the August 3, 2020 meeting. He asked the Board if they had any comments or corrections, to which there were none. Steve Slimm made a motion to accept the August 3, 2020 Minutes as read, and Tom Veneziale seconded. All were in favor.

**Accounts Receivable Report**

The Accounts Receivable Report was presented by Tom Veneziale who stated, through August 31, 2020, the account balances are as follows:

Late Fees	\$4,548.00
Legal Fees Collected	\$17,148.05
2020 Special Assessment	\$300.76
New Resident Set-Up Fee	\$350.00
Association Fee	\$2,081.00

Tier 2 Association Fee	\$2,263.79
Tier 3 Association Fee	\$1,114.91
Tier 1 Association Fee	\$512.75
Tier 1 Dam Fee	\$1,041.53
Tier 2 Dam Fee	\$7,298.66
Tier 3 Dam Fee	\$2,574.33
Other Income:	
Interest Income	<u>\$185.68</u>
<b>TOTAL INCOME</b>	<b>\$39,419.46</b>

Kyle Smith called for a motion to accept the Accounts Receivable Report. Steve Slimm made a motion to approve the Report and Steve Naegele seconded All were in favor.

#### **Treasurer's Report/ Bills for Approval**

Steve Slimm presented the Treasurer's Report through August 31, 2020. The account balances were as follows:

Checking Account	\$63,571.73
Games of Chance	\$1,880.42
Money Market	\$24,510.20
Dams	<u>\$725,855.39</u>
<b>ACCOUNTS' TOTAL</b>	<b>\$815,817.74</b>

Steve Slimm stated that the following bills were paid during the month of August 2020:

Atlantic City Electric	\$100.00	
Bonnie Slimm	\$27.23	Repayment to Games of Chance Account
Farmers Insurance	\$252.00	Workers' Comp Insurance
Hill Wallack	\$20,358.23	Legal Fees
Intuit	\$3.95	Subscription
Jersey Green Lawn Care	\$1,300.00	Grass Cutting
Kyle Smith	\$47.94	Zoom Fees
	\$15.98	Zoom Fees
Lynn Veneziale	\$1,000.00	
	\$168.94	Reimburse for Envelope Costs
My Tree Boyz	\$200.00	Grounds Clean Up
Passarella Smarra	\$1,500.00	Tax Prep/Filing
Pennoni Assocites	\$724.32	Dams
USPS	\$440.00	Postage
	<u>\$960.00</u>	Postage
<b>TOTAL</b>	<b>\$27,105.24</b>	

Steve Slimm also reported that, as of August 31, 2020, with regard to the 2019 collections efforts that automatically carry into 2020 with the 2020 charges:

- 278 people were sent to the Collections Attorney;
- 106 people have paid, in full, and have closed files;
- 37 people are on payment plans (which results in approximately \$7,900 in income per month, with payment plans being between six months to a year);
- The outstanding debt, owed to CLCA, is \$321,123.81;
- \$147,000 was paid out in 2019 in legal fees; and
- \$296,634.02 is what has been collected by our Collections Attorney.

Since January 1, 2020:

- 128 people have been sent to the Collections Attorney;
- 54 people have paid in full and now have closed files;
- 15 people are on payment plans (resulting is approximately \$1,900 per month for about 6 months);
- \$65,848.56 is due to CLCA for outstanding debt;
- \$143,550.21 has been paid out, to date, in legal fees (NOTE: This amount includes new legal fees for 2019 collection people that rolled into 2020); and
- To date, the Collection Attorney has collected \$58,530.39.

Steve also stated that there have been 193 liens signed since February 3, 2020; there have been 21 Money Judgments since February 3, 2020; there have been 22 Default Money Judgments since April 29, 2020; and there have been about 22 Intent to Foreclose Letters with 4 Foreclosure Complaints on properties with no mortgage since April 10, 2020 which has results in one complete payoff 1 ¾ paid off, and six payment plans with significant money down. There have also been about eight Wage Execution Orders since May 28, 2020 which have resulted in three complete payoffs, one is having his/her wages garnished, one is being disputed and three have payment plans with significant money down. By adding a step in our Collection process of notifying the lien holder of the lien, the following has been collected:

- March 31, 2020 - \$16,684.66
- April 30, 2020 - \$10,746.98
- May 31, 2020 - \$339.00

This totals \$27,770.64. In June and July 2020, no money was collected, more-than-likely due to COVID-19. And, lastly, as of August 31, 2020, \$34,238.19 was collected.

With this information being relayed, Kyle Smith called for a motion to accept the Treasurer's Report. Tom Veneziale made the motion and Steven Naegele seconded. All present were in favor.

## **Committee Reports**

### **Dams**

Committee Chair, Josh Anderson, was not able to be present to give the Dams Report; however, he emailed information to Kyle Smith which he read. First, Kyle stated that Josh had resigned as the Grounds Committee Chairperson as handling both Dams and Grounds was too time consuming. With regard to the dams, all clearing has been

completed and asked that people stay away from this area and not trespass. Signs and fencing has been placed around this area to discourage this.

### Grounds

As Josh has resigned, Kyle called for nominations for a new Grounds Committee Chair. Steve Slimm made a motion to appoint Ashley Diguglielmo and Tom Veneziale seconded. Ashley accepted the nomination. There were no other nominations so a vote was called. All were in favor of Ashley becoming the new Grounds Committee Chairperson.

### Welcome Committee

Kathryn Nodolski presented the Welcome Committee Report stating that she has completed the first list of 100 owners but she found a couple of issues noting that two of the homes were outside of Collings Lakes. She also spoke of an additional address where the name given to her does not match up with the person who resides there, and one additional address that she cannot locate. A second list of 24 names had also been provided to Kathryn and she has also made contact with 12 of them. She feels that those that she has interacted with are interested in CLCA and she enjoys having this role. Kyle asked if Kathryn received the new bags, to which she stated she had.

### Other Reports

No other reports were given.

### President's Report

Kyle Smith stated the 2019 taxes have been filed; the Association is working with two different banks (Ocean First and Citizens) for a loan for the Cushman Dam. Kyle also thanked those involved in the Braddock Dam work: Jiminy Cricket Tree Service who completed their work in half the time they had projected; and Ashley, our new Grounds Chair, for her work around 1<sup>st</sup> Beach. Kyle also noted that Ashley will be set up with an email address so Owners can contact her.

Kyle also spoke about the upcoming elections. He stated that for Tier 1, Steve Slimm was running unopposed. Likewise, for Tier 3, only Donna Sutts is running, unopposed. With regard to Tier 2, there are two candidates: Diane Rode and Nicholas Ninfa. He also stated that each Ballot will offer the ability for a write-in candidate. Kyle stated that the following individuals will serve as the Election Committee: Annamarie LaRocca, Amelia Basso, Rachel Flickinger, and Larry Adair. The timeline is as follows: ballots out by October 1 with a return date of October 23. The ballots will be opened and counted via a Zoom meeting on October 26, 2020.

### Fundraising

Diane Rode presented the Fundraising Report noting that in October there would be the "Friends Helping Friends" discount at Boscovs on October 14 and October 15. A code will be supplied and shoppers give that code at the check-out, whether in store or online, and 5% of the proceeds will go to CLCA. Diane stated that she has a flyer that she will

have placed on the CLCA website and Facebook page detailing the information. Diane also stated that there are still Wawa Hoagie coupons available.

### **Communications**

None.

### **Old Business**

No Old Business to report.

### **New Business**

Steve Slimm stated that he spoke with Steve Zeuli of R.D. Zeuli, who expects the work to begin on the dam in approximately two weeks. There had been an issue with the rebar size as well as the height of the emergency spillway. Additionally, they are awaiting on a permit. The deconstruction can begin, and materials are being ordered. If all stays on target, it is possible that water can start be added to the lakes at the end of December 2020 or January 2021.

Kyle Smith stated that he heard a rumor that there was a delivery of dirt today and asked if anyone could confirm it. Steve Slimm stated that he had not noticed it but did not inspect the area. He stated that Lynn Venezia had been out there earlier today and asked if she had seen it, to which she replied that she had not.

### **Trustees' Reports**

April Schauer – nothing to report.

Tom Venezia – nothing to report.

Diane Rode – nothing to report.

Steven Naegele – stated that the August/September newsletter had been sent out. Kyle Smith stated that he would provide Steven with the additional information needed to put up the balance of the election material.

Steven Slimm thanked Lynn Venezia for her part in preparing labels and envelopes for the upcoming election.

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

Ashley D. questioned if the Association had a drone as she noticed one flying by the rear of her property. Kyle Smith responded that one of the workers from the tree clearing at Braddock Dam used a drone before and after the work was done, having first obtained permission from Kyle. Additionally, as this individual lives nearby, he is going to continue taking pictures and providing those images to CLCA which will be added to the website.

Ursula R. stated that one of the properties that Kathryn said was not a CLCA property is but is on the Monroe Township side. She further offered that the owner lives in Florida and is rented to the owner's daughter. Ursula also stated that she is interested in the Wawa coupons and the Boscov discount code. Kathryn stated that she will catch up with Ursula to gather this information. Steve Slimm stated that renters do not have the right to vote.

Annamarie L. asked the Board to let her know if there is any information to be placed on the Board at the corner of Cains Mill and E Collings about any upcoming clean-up events, elections, etc. Kyle stated he would let her know and like information will also be placed on the website and Facebook page.

Ashley D. questioned if the Wawa is paying annual fees to the Association. Steve Slimm stated that they are.

Rachel F. asked if anyone needs photos taken of the lakes. Kyle stated that cool, picturesque photos are always good to have for the website, but currently, there is nothing that is *needed*. However, as the dams project get underway, pictures would be great to have to show how far along we've come.

Lastly, Kyle stated that our Association attorney has recommended that a Social Media Policy be established. The highlights of the policy are that the Board Members are not to engage in Association business via social media and only at/in meetings and if someone attempts to engage a Board Member via social media that individual will be advised of the Social Media Policy and encouraged to direct their questions or concerns at a public meeting of the CLCA. A roll call vote was taken of Steve Slimm, Steve Naegele Tom Veneziale, Diane Rode and April Schauer, all of whom were in favor of passing this resolution. Kyle stated that once the policy is signed, it will be put on the CLCA website.

### **Adjournment**

The next meeting will take place on Monday, October 5, 2020 at 7 p.m. There being no further business to discuss, Steve Slimm made a motion to adjourn and Steven Naegele seconded. All were in favor. The meeting was adjourned at 7:50 p.m.

4:05 PM  
09/01/20  
Cash Basis

Collings Lakes Civic Association  
Profit & Loss  
August 2020

	<u>Aug 20</u>
Ordinary Income/Expense	
Income	
LATE FEES	4,548.00
LEGAL FEES COLLECTED	17,148.05
2020 SPECIAL ASSESSMENT	300.76
NEW RESIDENT SET UP FEE	350.00
ASSOCIATION FEE	2,081.00
TIER 2 ASSOCIATION FEE	2,263.79
TIER 3 ASSOCIATION FEE	1,114.91
TIER 1 ASSOCIATION FEE	512.75
TIER 1 DAM FEE	1,041.53
TIER 2 DAM FEE	7,298.66
TIER 3 DAM FEE	2,574.33
OTHER INCOME	
INTEREST INCOME	<u>185.68</u>
Total OTHER INCOME	<u>185.68</u>
Total Income	<u>39,419.46</u>
Net Ordinary Income	<u>39,419.46</u>
Net Income	<u><u>39,419.46</u></u>

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ACCOUNT BALANCES AS OF 8/31/20:

CHECKING:	\$63,571.73
GAMES OF CHANCE:	\$1,880.42
MONEY MARKET:	\$24,510.20
DAMS:	\$725,855.39
TOTAL:	\$815,817.74



5:52 PM  
08/31/20

# Collings Lakes Civic Association Transaction List by Vendor August 2020

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>Atlantic City Electric</b>							
Bill	08/03/2020	1553		ACCOUNTS PAYA...		ELECTRIC	-6.74
Bill Pmt -Check	08/03/2020	1553		TD OPERATING C...	X	ACCOUNTS P...	-6.74
Bill	08/28/2020	1563		ACCOUNTS PAYA...		ELECTRIC	-100.00
Bill Pmt -Check	08/28/2020	1563		TD OPERATING C...		ACCOUNTS P...	-100.00
<b>Bonnie L Slimm</b>							
Bill Pmt -Check	08/02/2020	105		TD GAMES OF CH...	X	ACCOUNTS P...	-27.23
<b>FARMERS INSURANCE</b>							
Bill	08/24/2020	1560		ACCOUNTS PAYA...		WORKERS C...	-252.00
Bill Pmt -Check	08/24/2020	1560		TD OPERATING C...	X	ACCOUNTS P...	-252.00
<b>HILL WALLACK</b>							
Bill	08/28/2020	1562		ACCOUNTS PAYA...		LEGAL FEES (...)	-20,358.23
Bill Pmt -Check	08/28/2020	1562		TD OPERATING C...		ACCOUNTS P...	-20,358.23
<b>INTUIT CC FEE</b>							
Bill Pmt -Check	08/02/2020	ACH		TD OPERATING C...	X	ACCOUNTS P...	-3.95
<b>JERSEY GREEN LAWN CARE</b>							
Bill	08/25/2020	1558	GRASS CUT...	ACCOUNTS PAYA...		BEACH MAIN...	-1,300.00
Bill Pmt -Check	08/25/2020	1558	GRASS CUT...	TD OPERATING C...	X	ACCOUNTS P...	-1,300.00
<b>K SMITH</b>							
Bill	08/03/2020	1554		ACCOUNTS PAYA...		INTERNET - Z...	-47.94
Bill Pmt -Check	08/03/2020	1554		TD OPERATING C...	X	ACCOUNTS P...	-47.94
Bill Pmt -Check	08/28/2020	1564		TD OPERATING C...		ACCOUNTS P...	-15.98
Bill	08/29/2020	1564		ACCOUNTS PAYA...		INTERNET - Z...	-15.98
<b>Lynn Veneziale</b>							
Bill	08/03/2020	1552		ACCOUNTS PAYA...		ACCOUNTING...	-1,000.00
Bill Pmt -Check	08/03/2020	1552		TD OPERATING C...	X	ACCOUNTS P...	-1,000.00
Bill	08/24/2020	1559		ACCOUNTS PAYA...		SUPPLIES	-168.94
Bill Pmt -Check	08/24/2020	1559		TD OPERATING C...	X	ACCOUNTS P...	-168.94
<b>MY TREE BOYZ</b>							
Bill	08/15/2020	1557		ACCOUNTS PAYA...		BEACH MAIN...	-200.00
Bill Pmt -Check	08/15/2020	1557		TD OPERATING C...	X	ACCOUNTS P...	-200.00
<b>PASSARELLA SMARRA CPA</b>							
Bill	08/30/2020	1565		ACCOUNTS PAYA...		FILING OF TA...	-1,500.00
Bill Pmt -Check	08/30/2020	1565		TD OPERATING C...		ACCOUNTS P...	-1,500.00
<b>PENNONI ASSOCIATES</b>							
Bill	08/06/2020	1555		ACCOUNTS PAYA...		DAMS ENGIN...	-724.32
Bill Pmt -Check	08/06/2020	1555		TD OPERATING C...	X	ACCOUNTS P...	-724.32
<b>USPS</b>							
Bill	08/11/2020	1556		ACCOUNTS PAYA...		POST OFFICE...	-440.00
Bill Pmt -Check	08/11/2020	1556		TD OPERATING C...	X	ACCOUNTS P...	-440.00
Bill	08/25/2020	1561		ACCOUNTS PAYA...		POSTAGE	-960.00
Bill Pmt -Check	08/25/2020	1561		TD OPERATING C...		ACCOUNTS P...	-960.00

Total \$27,105.24

**AS OF 8/31/20**

**2019 COLLECTIONS (also automatically carries into 2020 with 2020 charges)**

278 people sent to collection attorney  
106 people paid in full and have closed files  
37 people are on payment plans (Approximately \$7,900 per month from anywhere between 6 months to a year)

\$321,123.81	what is owed to CLCA for outstanding debt
\$147,000	what was paid out for legal fees (ALL OF 2019)
\$296,634.02	what was what the collection attorney has collected

**2020 COLLECTIONS (since 1/1/20)**

128 people sent to collection attorney  
54 people have paid in full and have closed files  
15 people are on payment plans (Approximately \$1900 per month for about 6 months)

\$ 65,848.56	what is owed CLCA for outstanding debt
\$143,550.21	what was paid out for legal fees (TO DATE)
(THIS AMOUNT ALSO INCLUDES NEW LEGAL FEES FOR 2019 COLLECTION PEOPLE THAT ROLLED INTO 2020)	
\$ 58,530.39	what was what the collection attorney has collected

**There have been 193 liens signed since 2/3/20**

**There have been 21 money judgments since 2/3/20**

**There have been 22 default money judgments since 4/29/20**

**There have been about 22 intent to foreclose letters and 4 foreclosure complaints on properties with no mortgage since 4/10/20, which have resulted in 1 complete payoff, 1 ¾ paid off & 6 payment plans with significant money down**

There have been about 8 wage executions ordered since 5/28/20 which have resulted in 3 complete payoffs, 1 is having their wages garnished, 1 is being disputed, and 3 payment plans with significant money down

By adding a step in the collection process of notifying the lien holder of the lien, I have managed to collect as of

3/31/20 \$16,684.66

4/30/20 \$10,746.98

5/31/20 \$339.00 = \$27,770.64

6/30/20 & 7/31/20 \$0 (probably because of COVID 19 and no one at the offices to look at the mail)

8/31/20 \$6,467.55 = \$34,238.19