

Collings Lakes Civic Association  
General Meeting Minutes  
In Person at Folsom Borough Hall and via Zoom  
Monday, January 8,2024

Call to Order

President Shauna Schneeman Called to order the meeting at 6:03 pm in person & Zoom  
All members of the Board & public stood and recited The Pledge of Allegiance.

Roll Call of Officers & Committee Chairperson

Roll call conducted for all newly elected CLCA Board members-All Present  
Nominations for all new board members roles and roll call vote conducted  
President-Steve Slimm  
Vice President- Donna Sutts  
2nd Vice President-Henry Burhenne  
Treasurer- George Protopapas  
Secretary-Carol Weldon

All new members were sworn in by Shauna Schneeman  
Steve requested that all new board members sign Article VII Harassment and Discrimination.  
All were signed by the newly elected board and turned over to Secretary

Steve spoke on the proposal that had been dated Sept 18,2023 from Pennoni for Lake George & Lake Albert Dams Lake George-NJDEP Dam File # 31-103 Lake Albert- NJDEP File # 31-104 in the amount of \$123,160.00. Steve asked that this bill be voted on for payment.

Motion called, all board members voted YES to accept- Motion Passed

R.D Zeuli Change Order # 5 Dated Dec. 20,2023 in the amount of \$38,656.00. Steve asked that this bill be voted on for payment.  
Motion called, all board members voted YES to accept- Motion Passed

Steve Slimm spoke of personal computers being used to conduct CLCA business and he felt all CLCA business should be done on the associations computers, and that it was discussed about purchasing 3 computers for the following positions:  
Treasurer, Secretary, and Accounts Receivable

Member AnnaMarie questioned where the information would go and Steve replied with either the Cloud, Office 365 or shared drive so the information is stored and remains with CLCA for future reference.

Steve asked for it to not Exceed \$2,300.00

Motion called:

Carol Weldon - YES, Donna Sutts - YES, Donovan Saunders - YES, Henry Burhene - YES,  
Lynn Veneziale - YES, George Protopapas - ABSTAIN - Motion passed

### Treasurer's Report/Bills for Approval

George presented 2 Debit Card- 2 Cards are present for bank accounts

Bank Statements as of 12/31/23-verification by new President , signed and dated 1/8/24

CLCA Physical Check Book- 3 VOIDED checks verify beginning check 1090, ending check 1150

H & S has laser Checks-approx 300

George gave Carol a blue bag marked CLCA that is to have a Corporate Seal for CLCA

### Accounts Receivable Report

## Collings Lakes Civic Association

### Profit and Loss

December 2023

	TOTAL
Revenue	
NEW RESIDENT SET UP FEE	200.00
LATE FEES	818.05
OTHER INCOME	
FUNDRAISING	375.00
INTEREST INCOME	469.31
<b>Total OTHER INCOME</b>	<b>844.31</b>
TIER 3 ASSOCIATION FEE	3,269.58
TIER 1 ASSOCIATION FEE	5,355.75
TIER 2 ASSOCIATION FEE	20,081.52
<b>Total Revenue</b>	<b>\$30,569.59</b>
GROSS PROFIT	<b>\$30,569.59</b>
Expenditures	
<b>Total Expenditures</b>	
NET OPERATING REVENUE	<b>\$30,569.59</b>
Other Revenue	
LEGAL FEES COLLECTED	2,101.85
TIER 3 DAM FEE	12,466.99
TIER 1 DAM FEE	21,022.38
TIER 2 DAM FEE	75,783.56
<b>Total Other Revenue</b>	<b>\$112,374.78</b>
NET OTHER REVENUE	<b>\$112,374.78</b>
NET REVENUE	<b>\$142,944.37</b>

## Accounts Payable Report:

Collings Lakes Civic Association							
Unpaid Bills							
All Dates							
	Date	Transaction Type	Num	Due Date	Past Due	Amount	Open Balance
ATLANTIC CITY ELECTRIC							
	12/21/2023	Bill	Thru 12/21	01/11/2024	-6	100.11	100.11
Total for ATLANTIC CITY ELECTRIC						\$ 100.11	\$ 100.11
H&S Business Partners 18567518905							
	12/01/2023	Bill	8321616	12/11/2023	25	1,406.25	1,406.25
	12/15/2023	Bill	8321660	12/25/2023	11	431.25	431.25
	12/29/2023	Bill	8321706	12/29/2023	7	1,706.25	1,706.25
Total for H&S Business Partners						\$ 3,543.75	\$ 3,543.75
HILL WALLACK 8566168080							
	12/22/2023	Bill	Thru Dec 15	12/22/2023	14	12,401.26	12,401.26
	12/11/2023	Bill	Thru 11/15	12/11/2023	36	18,071.51	18,071.51
Total for HILL WALLACK						\$ 30,472.77	\$ 30,472.77
PENNONI ASSOCIATES							
	12/12/2023	Bill	1201382	12/22/2023	14	1,500.00	1,500.00
Total for PENNONI ASSOCIATES						\$ 1,500.00	\$ 1,500.00
RD ZEULI INC.							
	12/19/2023	Bill	121923	12/29/2023	7	10,900.00	10,900.00
Total for RD ZEULI INC.						\$ 10,900.00	\$ 10,900.00
TOTAL						\$ 46,516.63	\$ 46,516.63

## Account Balance Report:

Account	Closing Date	Ending Balance
155 Operating	12/31/23	322,149.04
171 Dam MM	12/31/23	383,860.88
198 MM	12/31/23	81,002.91
163 Games of Chance	12/31/23	4,858.36
341 Petty Cash	12/31/23	415.85

## Reading of Minutes from Last Meeting

Henry read the minutes from the December 2023 meeting

Motion called, all board members voted to accept.

### Dams Update-Beth Ann Grasso

Verizon easement information had been forwarded to their legal dept. and BethAnn will follow up as it has been in there for several months-Plan is to get this moving.

Discussed RDZ Change Order. Explained what is needed and scheduled to be on track to have water by summer. Beth Ann discussed why the Verizon lines went from being on poles to being run through the dam. The original plan was for Verizon to have the poles at 200 feet but NJDEP stated they had to be 250 feet and Verizon was not willing to push the poles back that far.

Annamarie asked regarding the other dams and Beth Ann explained what steps need to be taken to get the dams in motion- as specified in the Sept 18,2023 proposal.

Lynn Veneziale asked if the guardrails need to be removed for the accommodation of the trucks needed to do the testing. Beth Ann stated yes.

Charles Donahue raised his concerns regarding a possible collapse like what happened on Rte 42. Beth Ann explained that this is why they need to do the research to ensure that it doesn't happen. BethAnn explained what a peat layer is.

### Committee Reports

#### Committee Board

Dams- Henry Burhenne (Board Chairperson), Steve Slimm (Co Chair).

Steve Slimm stated that only [Henry Burhenne](#) [Donna Sutts](#) and himself are the only people who are allowed to speak with Pennoni

Grounds- George Protopapas (Board Chairperson) & Donovan Saunders (Co-Chair)

Fundraising-Carol Weldon (Board Chairperson), and Beth Anderson (Co-chair) along with AnnaMarie asking to stay on the committee and it was agreed Yes. AnnaMarie would like to work on getting grant money.

Looking for someone to run our Welcoming Committee

Accounts Receivable Nomination: Lynn Veneziale

Motion called, all board members voted to accept- Motion Passed

Lynn Veneziale is our new Account Receivables

### Dams Update:

Henry gave an update with rebar and concrete work at the dam. Everything appears to be looking good.

### Grounds Update:

George spoke of the completion of the Welcome Sign

Beach 1,2 & 3 were combed through and Beach 2 & 3 were prepared for the impending beach opening. Benches & swing set were restored at beach 1 and over by the basketball court the electric was put back on to the basketball court.

Upcoming projects are to start getting beach 2 & 3 compliant with the State, and organizing our community trash pick up

#### Fundraising Update:

Beth Anderson spoke about the Easter Flowers. They were ordered and the date of the Easter Flower Sale is set for March 30, 2024. There is a committee meeting set up for January 29th with Beth, Annamarie & Carol.

#### President's Report

Nothing at this time

#### Communications

Call received regarding 304 E Collings Drive- Homeowner would like access to their property and use the easement to get on their property to place a modular home on the existing foundation. The board agreed they have no issues as the access road is a shared road to a certain point with the homeowner.

#### Old Business

Beth Anderson raised the question regarding the trees in the lakebed on Cushman Lake and the possible removal of them. AnnaMarie spoke on the fact that additional funding is needed to remove the trees in the middle of the lake. Steve stated that he would not approve any funds for the removal of the trees in Cushman Lake.

Diane Rode asked about the boat ramp off of 2nd Beach where there are trees in the way of anyone launching a boat, canoe, or kayak. Steve said that it can be looked into.

Donna asked exactly where we are at with the audit

George spoke that H&S had been provided documents and where they are at with it, he will follow up. George stated that the 2024 Budget had been approved by the 2023 Board- new board has to adopt, Steve stated that he and George will discuss at the February 5, 2024 meeting

#### New Business

None

#### Trustee Reports

Donna thanked the community for the Election turn out

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

Mr. Nodolski brought up his concern regarding an email request from H&S for his payment as he is selling his home and needing the confirmation that it was received. George, Steve and Lynn have a meeting set-up with H&S on Tuesday Jan 9th and will raise that question/concern to H&S

Butch Perna raised the question regarding the use of H&S. Steve stated that it would probably be 6 months since there are invoices out that need to be handled. This will be looked into to see how it goes.

H&S will not be handling our mailing or voting.

Steve Slimm thanked Steve Naegle for his I.T. work on our Website, FB, and Zoom meetings with In Person meetings. Steve brought up whether the community wanted to have meetings in July & August as they are the times when most go on vacations. Will leave that to be discussed.

Jennifer Meyer raised her concerns regarding the motorcycles/quads that are still traveling on the construction area and had stopped while big machines in use, however, they are back driving around again.

The same resident also raised a concern regarding the water flowing differently. Steve & Henry explained how the water needed to be diverted while working on the dam.

Fencing will be put up with large gates on both sides for Emergency Vehicles and it will be locked. Hopefully this will deter people from riding where they should not.

Work will continue on the dam as long as the weather is good.

Nell Woulfe spoke up regarding a fee for resale letters of around \$150. [Annamarie LaRocca](#) spoke up and said she would rather see the new resident set up fee increased instead.

H/O raised the question regarding moving the due date on Maintenance Fee payments. Steve stated he wishes to change some by-laws regarding it but doesn't see any potential issues with it but he will look into it.

A resident asked the question regarding in Person meetings & Zoom- The Board will do everything possible to have both each month.

Lifeguard was discussed and Steve did speak to him prior to today's meeting.

Concern was raised regarding water passing for 2nd Beach for swimming based on brush debris, however, water is only tested for E-Coli.

Resident Count: In person 13 residents not including the board and online was 10 residents not including the board members who accessed zoom

#### Adjournment

Henry Burhenne Motioned to Adjourn the meeting

Donovan Saunders 2nd the motion- All in Favor

Meeting ended @ 7:31pm

Collings Lakes Civic Association  
Done by: Carol Weldon

Meeting Minutes 1/8/24  
Approved: February 5, 2024