

# Collings Lakes Civic Association

## General Meeting Minutes

Monday, April 1, 2024

### **Call to Order**

The meeting was called to order by Vice President, Donna Sutts. She asked everyone to stand for *The Pledge of Allegiance* to the Flag. The meeting was held at the Folsom Borough as well as Zoom.

### **Roll Call of Officers & Committee Chairpersons**

Present were 1<sup>st</sup> VP, Donna Sutts, Carol Weldon, At Large, Lynn Veneziale, Tier 3, Don Saunders  
President Steve Slimm absent

#### **• Tier 1 & Tier 2 Representatives**

Donna asked the members attending the meeting if they had or knew if anyone had applied to be on the board to fill in empty Tier 1 & Tier 2 seats, Beth Anderson & Keegan Smith were the only 2 members that did apply.

Motion was made to have Beth Anderson as the Tier 1 representative by Carol & 2<sup>nd</sup> by Lynn, all members of the board by roll call accepted Beth as our new Tier 1 representative.

Keegan Smith accepted the nomination for Tier 2 representative, Carol made a motion & Lynn 2<sup>nd</sup>, all board members by roll call accepted Keegan as our new Tier 2 representative.

Both Beth and Keegan were sworn in by Donna and are now part of the 2024 Board.

### **Reading and Approval of Minutes of previous meeting**

March Minutes were 12 pages in length and Donna asked the board if we could make a motion to forego reading them. Keegan made a motion, Beth 2<sup>nd</sup>, all board members by roll call voted yes.

## **Dams Update with Beth Grasso**

Meeting at dam held on Good Friday with Contractor and some board members to discuss the progress of the dam building and where we are with it. DEP, resolve some minor issue- going into the punch list:

Rail around top of culvert

Soil erosion, stabilizing the areas to try to get some grass growing, spread some top soil. Close up the bypass system, get that over to the NJDEP. As discussed on Friday, ACB. Water will start to rise once the alternate spillway is gone. Then the DEP will come out and do their final inspection. Estimated timeline- possible end of May first week of June.

Below is an excerpt that is relating to the 4 pipes that are left-

So that was approved. I sent them in the information regarding closing the

the 4 pipes.

and they were confused at the sketch cause it came from Steve's only really it was kind of a mess, but so we drew up new details to send them on that which will go by Wednesday. And the last thing was the meeting on Friday to determine that area that we have to restore. And it's like 8 feet wide by like 40 or 50 feet long, or something like that. So now the

contractors asking whether you can do it in concrete versus articulated block.

Beth explained what "toe" means:

So if we put another 8 feet of articulated block. We're gonna have to put another concrete

edge. But the problem with concrete is

the we would have to turn it down and do a toe. So, in other words, the concrete would be poured, and that would we'd have to pour on the front what we call a toe where it goes down into the ground so like, if this is a concrete retaining at the very edge, we would

pour more concrete down like a toe.

**it, when the water rolls, when it comes down to slope**

with the toe there, it won't be able to erode underneath.

cause that's where most damn failures happen is right at the toe

it at the toes, cause the water comes down really fast, and it'll start to swell. So spin. and when it does it'll start to

Question/comment/statement from a member: Diane R Tier 2

It's Diane. It's much, much more about the recording. That

you said. There's 4,

I guess. Pipes.

**No, they'll be filled with concrete, so they'll be abandoned in place.**

Yeah, sure, that's something that

something ever did happen. They could be.

Online Question: Will it look the same? (removed residents address that they had typed in chat)

iPhone (6) 15:57



if so prefer it too look same

iPhone (6) 17:44



Jennifer Meyer

Collings Lakes 18:56



Yes it is!

Question/Comment/Statement from member: Nancy S. Tier 1

**I was wondering if, like the way we're getting all this rain, that when it comes, if we're getting if you have a storm, it's bringing a lot of rain. Would they be able to open the gate**

to lower the lake a little bit. So it's not so much a little bit because it goes over some people's bulkheads or decks because they're low.

Beth:

**Okay? Well, it's designed to pass the 100 year storm safely. The the whole dam in general. Usually, if we're going to have a hurricane or something like that, there'll be an order out of the State.**

Conversation resumes regarding the amount of rain that we have had and how the spillways are doing what they are supposed to do.

Question/Comment/Statement from member: Megan M Tier 1

**Who is qualified to. Let the dams out when they are supposed to be**

Beth:

well, if I get notification, I call

the dam owners, but usually they. They have a whole email list of whoever's in charge for each of the

**each of the dam owners. That's why we have to keep the records up to date. So they should call they have the key. They have the wheel, they don't need a certification. So Megan, what happened before, when I was**

There is 1 wheel for all the dams and currently, Don Saunders has it in his possession.

Please note, there is no need for certification to use the wheel-

Follow up Q&A

how to do it if they feel like the water is too high. No, no, no, no! Has to be a state order or a permit.

**The association cannot lower without a permit.**

It's a \$2 permit to fish and wildlife. They just wanna make sure that they don't kill the fish.

And that's for like maintenance purposes and inspection purposes they can. They can lower the dam the lower the water with the permit, and in an emergency call. If they're only supposed to be lowering it about a foot, and that emergency call would go out to the board that I would get one at work because I do dams. I'm on the list.

Whoever is on the list from the association

well, should get an email also.

No, it's a big one. It's a wheel. Usually the notice will go out before a hurricane, and the board can check on the New Jersey website for dam safety. It'll have a big announcement on that, too, that dam owners are

### **Land Use Attorney: Frank Razo**

Motion made by Don 2<sup>nd</sup> by Lynn, roll call, yes votes minus Keegan(not sure)by the board.

Donna also spoke regarding adding an additional Collections Attorney as this attorney gets paid when the CLCA gets paid. First name of this Collections Attorney is Andrew, we will update the membership upon finalizing anything movement to hire. We are still looking and have asked for suggestions of Collections Attorney. We are looking to save money and the legal bills are expensive currently. We are not looking to replace Hill Wallack, we are looking around at options to see if and where we can save money.

Beth A asked if we were sending to both HW and the new attorney, which we cannot do as the new one has not been voted on by the board.

More discussion regarding collections attorney as to why there are accounts from 2018.

Lynn explains that some accounts are protected due to various reasons ie Social Security, Brick and mortar banks vs online. More to follow.

### **Accounts Receivable Report**

Treasurer's Report

<b>Collings Lakes Civic Association</b>	
<b>Statement of Activity</b>	
<b>March 2024</b>	
	<b>Total</b>
<b>Revenue</b>	
<b>LATE FEES</b>	2,947.24
<b>NEW RESIDENT SET UP FEE</b>	200.00
<b>OTHER INCOME</b>	150.00

ASSOCIATION FEE	720.00
<b>Total OTHER INCOME</b>	<b>\$ 870.00</b>
TIER 1 ASSOCIATION FEE	1,487.55
TIER 1 DAM FEE	6,084.05
TIER 2 ASSOCIATION FEE	7,831.20
TIER 2 DAM FEE	29,766.35
TIER 3 ASSOCIATION FEE	685.47
TIER 3 DAM FEE	2,242.14
Unapplied Cash Payment Income	2,943.30
<b>Total Revenue</b>	<b>\$ 55,057.30</b>
<b>Gross Profit</b>	<b>\$ 55,057.30</b>
Expenditures	
Bad Debt Expense	450.66
BANK SERVICE CHARGE	
RETURNED CHARGEBACK	75.00
<b>Total BANK SERVICE CHARGE</b>	<b>\$ 75.00</b>
BEACHES	
BEACH MAINTENANCE	400.00
BEACH SUPPLIES	459.13
<b>Total BEACHES</b>	<b>\$ 859.13</b>
INTEREST EXPENSE	599.52
OFFICE	
POSTAGE	614.20
QUICKBOOKS SUBSCRIPTION	200.00
SUPPLIES	242.85
<b>Total OFFICE</b>	<b>\$ 1,057.05</b>
PROFESSIONAL FEES	
ACCOUNTING/BOOKKEEPING FEES	6,037.50
LEGAL FEES (COLLECTIONS)	20,846.00
LEGAL FEES (GENERAL COUNSEL)	4,289.50
Training	500.00
<b>Total PROFESSIONAL FEES</b>	<b>\$ 31,673.00</b>
UTILITIES	
ELECTRIC	14.64
<b>Total UTILITIES</b>	<b>\$ 14.64</b>
<b>Total Expenditures</b>	<b>\$ 34,729.00</b>
<b>Net Operating Revenue</b>	<b>\$ 20,328.30</b>
Other Revenue	
LEGAL FEES COLLECTED/REIMBURSEMENTS	8,195.34
<b>Total Other Revenue</b>	<b>\$ 8,195.34</b>
Other Expenditures	
ADJUSTMENT	1,556.80
LEGAL FEES ASSESSED	

<b>COLLECTION FEES</b>	115.10
<b>Total LEGAL FEES ASSESSED</b>	<b>\$ 115.10</b>
<b>Total Other Expenditures</b>	<b>\$ 1,671.90</b>
<b>Net Other Revenue</b>	<b>\$ 6,523.44</b>
<b>Net Revenue</b>	<b>\$ 26,851.74</b>

## Bank Balances

<b>Balances as of 3/28/2024</b>		
<b>Account</b>	<b>As of:</b>	<b>Ending Balance</b>
155 Operating	03/28/24	247,871.64
171 Dam MM	03/28/24	499,537.39
198 MM	03/28/24	81,150.98
163 Games of Chance	03/28/24	4,859.95
341 Petty Cash	03/28/24	1,499.38

## Expenses

<b>Collings Lakes Civic Association</b>								
<b>Transaction List by Vendor</b>								
<b>March 1-28, 2024</b>								
	<b>Vendor</b>	<b>Date</b>	<b>Transaction type</b>	<b>Num</b>	<b>Posting</b>	<b>Memo/Description</b>	<b>Account</b>	<b>Amount</b>
<b>ATLANTIC CITY ELECTRIC</b>								
	ATLANTIC CITY ELECTRIC	03/05/2024	Bill Payment (Check)	1192	Yes		LB CHECKING 155	-14.64
	Court Officer McIlvaine	03/05/2024	Bill Payment (Check)	1193	Yes	--	LB CHECKING 155	-115.10
	H&S Business Partners	03/05/2024	Bill Payment (Check)	1194	Yes	--	LB CHECKING 155	-6,037.50
	HILL WALLACK	03/05/2024	Bill Payment (Check)	1195	Yes	--	LB CHECKING 155	-25,135.50
	HOME DEPOT	03/08/2024	Expense	Locks, Chains	Yes	2024-03-08	LB PETTY CASH 1341	-355.02
	HOME DEPOT	03/21/2024	Expense	032124	Yes	--	LB PETTY CASH 1341	-104.11
	Intuit	03/22/2024	Check	ACH	Yes	--	LB PETTY CASH 1341	-200.00
	LinkBank	03/05/2024	Check	TFR	Yes	Stmt Period 2/5/24 - 3/4/24	LB CHECKING 155	-599.52
	MY TREE BOYZ	03/05/2024	Bill Payment (Check)	1198	Yes	--	LB CHECKING 155	-400.00

	PENNONI ASSOCIATES	03/05/2024	Bill Payment (Check)	1197	Yes	--	LB CHECKING 155	-27,391.13
	RD ZEULI INC.	03/05/2024	Bill Payment (Check)	1200	Yes	--	LB CHECKING 155	- 159,145.00
	Renaissance	03/05/2024	Bill Payment (Check)	1196	Yes	--	LB CHECKING 155	-500.00
	STAPLES	03/01/2024	Expense	030124	Yes	030124 envelopes, dividers	LB PETTY CASH 1341	-131.55
	STAPLES	03/09/2024	Expense	030924	Yes	030924 envelopes	LB PETTY CASH 1341	-39.99
	STAPLES	03/21/2024	Expense	032124	Yes	--	LB PETTY CASH 1341	-71.31
	Steve Slimm	03/05/2024	Bill Payment (Check)	1199	Yes	--	LB CHECKING 155	-13.60
	USPS	03/01/2024	Expense	030124	Yes	030124 stamps	LB PETTY CASH 1341	-68.68
	USPS	03/11/2024	Expense	031124	Yes	--	LB PETTY CASH 1341	-418.00
	USPS	03/12/2024	Expense	031224	Yes	--	LB PETTY CASH 1341	-52.96
	USPS	03/21/2024	Expense	032124	Yes	--	LB PETTY CASH 1341	-60.96
								-220,854.57
Thursday, March 28, 2024 Thursday, March 28, 2024 04:04 PM GMTZ								

#### Unpaid Bills- For Approval

Collings Lakes Civic Association							
Unpaid Bills							
All Dates							
	Date	Transaction Type	Num	Due Date	Past Due	Amount	Open Balance
Don Saunders	03/05/2024	Bill	2256967	03/05/2024	23	824.73	824.73
Total for Don Saunders						\$ 824.73	\$ 824.73
H&S Business Partners 18567518805							
	03/08/2024	Bill	8322232	03/18/2024	10	3,562.50	3,562.50
	03/22/2024	Bill	8322300	03/22/2024	6	1,462.50	1,462.50
Total for H&S Business Partners						\$ 5,025.00	\$ 5,025.00
PASSARELLA SMARRA CPA (856) 939-9710							
	03/01/2024	Bill	12492	03/01/2024	27	525.00	525.00

Total for PASSARELLA SMARRA CPA						\$ 525.00	\$ 525.00
PENNONI ASSOCIATES							
	03/19/2024	Bill	1214678	03/29/2024	-1	27,657.00	27,657.00
	03/19/2024	Bill	1214674	03/29/2024	-1	4,835.63	4,835.63
Total for PENNONI ASSOCIATES						\$ 32,492.63	\$ 32,492.63
TOTAL						\$ 38,867.36	\$ 38,867.36
Line of credit interest							\$ 599.52
Thursday, Mar 28, 2024 09:01:27 AM GMT-7							

NOTE: Don Saunders listed under unpaid is NOT actually Don. See Grounds below for reason.

## **Committee Reports**

Dam(s) Update: none.

Grounds Update: Don Saunders

Lifeguard Stands got 3 bids ranging from \$850.00 to \$1100.00.

Motion to approve: Carol 2<sup>nd</sup> Beth, by roll call, all board members voted yes, PASSED.

Fundraising Update: Beth Anderson

Flower Sale went well, Raised \$370.00

Folder turned over to Beth for Games of Chance

Presidents Report:

**So next he has here President's report.**

he's not here. But he wrote. Here there shall be no driving or riding of any motorized vehicles on any beach or common ground

at all by anyone. The only exception is mobility, scoot handicap scooters. If you are driving a golf cart to a beach, it must be parked in the parking area and not on the beach.

Communications: none

Old Business: none

New Business: Audit update

A lot of the receipts are not on the drive so therefore after attempts made, we contacted HW and H&S to supply us with what they have, we are getting them in and hopefully that will satisfy the audit.

Trustees Report: Beth A is still looking for fundraising ideas with summer shirt or hat ideas.

In Person Count: 20

Zoom Online Count:20

(Counts do not include Board Members)

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

Donald W- Tier 2

\* word used is busted and rusty (referring to 3<sup>rd</sup> beach)

And I was curious as to who is responsible for keeping that beach looking comparable to the other. As far as

you know, the tables, a serviceable American flag on the pole

Buster and rusty

and professional signage the signage there, now

it's the same signage that was there when I moved here in 2,006, and it looks like a little grass.

Yes, so I was wondering who's responsible.

The the Clca. Is. It's responsible, and that will be done after the dam is done.

Also asked about notification to help with beach clean up. As noted, there is an email blast that goes out and updates on the Collings Lakes NJ FB page

First Beach flag and rope was removed as the rope “lanyard” was ripped and the flag was not attached properly. Flag, lanyard are with Steve Slimm and there would be a replacment purchased along with the Solar light( which can be purchased inexpensively thru Amazon or Harbor Freight)

Megan M-Tier 1 made a suggestion to possibly have left over flowers planted at 3<sup>rd</sup> beach, however, Beth A stated that she did not believe there was a flowerbed over there that can be used.

It was mentioned that there is currently a lot of construction material and it wouldn't make sense to add flowers yet.

Next question was asked who got trained in Quickbooks that we paid \$500.00 for? Answer All board members except Don S.

Other questionstatement was the stance on FB- As in the past, members of the board should not be engaging in FB posts that are inappropriate for our community or that discuss private matters. There was not an “oath”, there was an agreement that was made within the board that we would follow. There was also concern regarding to a late email being sent. To be clear, the board will not respond to a group email as there has been 2 board members who have received notifications of an

individuals email as a virus and therefore, we have agreed to answer only the person who sent the email. Also, there were people on a group email that contacted the board asking why they were on the email and requested not be a part of this chain email. They were advised to contact the originating writer to have their name/address removed.

Question asked via Zoom Chat(IPhone user)- Are we still getting rid of H&S? We are watching H&S because there have been mistakes and they are continuing to make mistakes. We can't get rid of them until we have another in place that can do the job that is needed and cost effective. It was asked if the members of our community knew of Bookkeepers that could handle what is needed.

Henry Burhenne 01:09:54

HB

Who would be H&S replacement to safeguard our accounts

A- This has been discussed and we are looking into it and we have asked attorney's to recommend someone. More to follow

Lauren 01:11:43

L

Do you have any response to the allegations against certain ppl on the board setting up others by secretively moving money around?

Collings Lakes 01:13:01

CL

Lauren please state last name and tier

Donna's iPad (2): I can tell you I would be the first one that would be.

A-

For locking someone up. If money was missing. there is absolutely no money missing.

There never was money missing, and we need to get through that whole activization. If I could say it any better, I would cause anybody else on this board have any? Or you guys weren't.

I'm sorry there was no money moved.

Amanda Coffey-

Okay, Amanda. Coffee? So I just had a quick question. It was more of like a

I don't know the right word. No, it was more of a I'm just trying to figure out rules and like who apply like what applies to. So

because I know that I saw on the sheet for the tier representatives that you guys were doing for tier one and tier 2. You had to be a member of good standing for at least a year. there wasn't. There's a member on your board that up until last month was not on their deed

some research that I did on my own. And again, I'm not saying any names. This is not personal. It's just a question to their home. Oh, I'll address it, I'll address it.

Statements were made regarding board member not being on their deed. Board member, Carol addressed the concern:

I was unaware that my name had not been on the deed since purchase of 2005. Once discovered via QB, Attorney and Title company contacted and paid to have corrected, which was supposed to have been in 2005.

Per Donna and the rest of the board along with community members need to get clarification on what is the By-Law

Yes, so the long and short of that is Amanda. I really took that to heart, and I will say that that is why I have talked to Andrew about getting us an attorney that can look at our bylaws, because

Donna's iPad (2): I don't know how well they were written. I can tell you that the election by law is off because rules have changed in New Jersey when you brought that up. I don't know the correct answer. I don't know it. I know that every house gets 2 votes. So the question, yeah.

**L** Lauren 01:22:05  
Again, went did Henry and George leave?  
They told us  
The only other question on there is actually.  
Why did Henry and George leave?  
She should really ask Henry and George

Donna speaking:

I reached out. I again. I'm sure you guys are all gonna say, I'm lying, I guess. But I have a text. I did not email George, because I assumed that our President, the minute he got the email shut off his email. And why would he go back into his email if he turned over the laptop this, this and that to Hms. I text him, and I tried to call him. He did not call me back or answer me. I did want him, and wish that he would have stayed as the treasurer. That's my personal thing.

Donna addressing the community regarding what our goal was and is:

the board as a whole tries is trying to move forward and get the dams completed and beaches opened, and a lot of this back and forth is taking up too much time.

Nancy Schon:

Concerns are the liqueur bottles found at the beach and that she has been cleaning it up when she sees it. Nancy has been doing a lot of cleaning up at the beach including the trash and the folks that are emptying magazines in the garbage.

**Adjournment: Video/Audio cut off**

Meeting ended at 7:59pm

Approved May 6, 2024