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Board of Managers

# DECEMBER MEETING AGENDA

Tuesday, December 16, 2025 ▪ Time, 6:30 p.m.

~~In person~~ and recorded ZOOM™ Session

## Sign in Reminder, Mic Reminder

- |  |            |
|--|------------|
| 1. <b>CALL TO ORDER</b>                            | P. Wilmsen |
| 2. <b>ROLL CALL</b>                                | M. Lloyd   |
| 3. <b>Approval of Minutes</b>                      | M. Lloyd   |
| a. November 18, 2025 (Attached)                    |            |
| 4. <b>SECRETARY'S REPORT</b>                       | M. Lloyd   |
| a. Art Show Donation                               |            |
| 5. <b>PRESIDENT'S REPORT</b> (No report)           | P. Wilmsen |
| 6. <b>TREASURER'S REPORT</b>                       |            |
| a. November Financial Reports (Attached)           | K. Burd    |
| 7. <b>COMMITTEE REPORTS</b>                        |            |
| a. Finance Committee Report                        | K. Burd    |
| b. Property Ownership Committee                    | K. Burd    |
| c. Executive Committee (No report)                 |            |
| d. Tree Health & Maintenance Committee (No report) | P. Wilmsen |
| e. Buildings & Grounds                             | M. Bojanic |
| i. December B&G Meeting Notes (Attached)           |            |
| f. Communications Committee                        | K. Wells   |
| g. Grants & Funding Committee                      | T. Martin  |
| h. Policy & Procedure Committee                    | T. Martin  |
| i. Tabernacle Association                          | T. Martin  |
| j. Nominating Committee                            | E. Mefferd |
| k. Community Activities/Recreation Committee       | N. Godfrey |
| l. Library Committee (No report)                   | S. Marisic |
| m. Archive Committee (No Report)                   | D. Miller  |
| 8. <b>OLD BUSINESS</b>                             |            |
| 9. <b>NEW BUSINESS</b>                             |            |
| a. Build Permit, 209 Weaver Ave (Attached)         |            |
| 10. <b>ADJOURNMENT</b>                             |            |

OPEN FORUM (Please Pre-Register by contacting the office and providing your Name, MGCA Cottage Address, and topic.)

Open Forum Guidelines (Attached)



Tuesday, November 18, 2025

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers held on Tuesday evening, November 18, 2025, in person and via Zoom Webinar, Pat Wilmsen presided.

A quorum was present including the following: In person, Miles Bojanic, Joe Lamont, Marcie Lloyd, Esther Mefferd, Jeff Minnich, and Kevin Wells; via Zoom, Ann Bering, Kevin Burd, George Leyh, and Ted Martin.

One Member attended in person and twenty-two Members attended via Zoom.

**1) Call to Order, Pat Wilmsen**

Pat Wilmsen called the meeting to order at 6:30 p.m. Marcie Lloyd conducted the roll call.

**2) Approval of Minutes**

The previous meeting was the Annual Meeting; there were no minutes to approve.

**3) Secretary's Report**

No report

**4) Treasurer's Report**

- a) The October balance sheet, income/expense report, budget year-end report, and fund/project report were shared with the Board prior to the meeting.
- b) October Income/Expense Report: Rental permit income has started to come in. The final quarterly payment to the Mt. Gretna Authority was paid for the year.
- c) Year-to-Date Budget Report: Income is strong. Of note, all community activities ended on a positive financial note: The Heritage Festival by nearly \$2,000, Happy Hour & other social events by \$1,000, Movie Nights by \$1,000, the Porch Sale by \$845, the Annual Picnic by \$77, and other donations by \$516. These numbers do not include Oktoberfest, which will be reflected at the next meeting. With regard to expenses, Garbage is over budget due to unanticipated increases – but streetlights are under budget so we expect them to balance each other. Tree expenses are over budget, but will be covered with a transfer from the Tree Fund at the end of the year.
- d) Fund/Class Activity: Money was paid from the Equipment Fund for the Avant loader.

**5) Committee Reports**

**a) Finance Committee – Kevin Burd**

Will be making a motion for the 2026 budget that was part of the meeting packet. The assessment increase will be \$275 from 2025 to 2026. Kevin recognizes this sounds like a lot, but as a committee and a board, the decision was made to not only cover current year expenses, but to also fund future projects so that we are financially ready and not in a position to have to take loans. We have also worked hard to recognize income from other sources by maximizing interest, new rents for Campmeeting resources, resale certificates, etc.

Every item in the budget was examined to see what could be eliminated, but many of the expenses, i.e. utilities, are beyond our control. We have surveyed the community in the past to see what services are important to them and we will continue to survey the community to make sure expenditures are for services Members want.

**b) Property Ownership Committee – Kevin Burd**

There were no cottage sales in the previous month. Currently we have 42 short-term rental permits, or 58% of the allotted amount.

**c) Executive Committee**

Attached.



**d) Tree Health & Maintenance**

The Tree Committee report was made available in the packet prior to the meeting.

Pat drew attention to several points in that report.

Will be asking under New Business to approve a new program with Bartlett Tree Experts to create an inventory of trees that are 6" in diameter or greater, up to 2,700 trees. This database will continue to be maintained into the future.

Bartlett has also told us one of the major problems with the health of our trees is the fact that they are starving because the leaves are removed from the ground. Trees need food and water, and when they are lacking either of these they get stressed. Some of the healthiest trees in our community are around the Tabernacle where the leaves are left around the trees and mulch is placed on top of the leaves. Ivy must also be removed from trees which take nutrients from the tree. Ivy should be cut at the base of the tree and allowed to die.

Bartlett has recommended that we concentrate on treating the oak trees on Campmeeting property rather than treating the hemlocks for wooly adelgids which are now under control.

**e) Buildings & Grounds –Chair, Miles Bojanic**

- (1) The B&G November meeting report was made available to the Board and to the Membership prior to the evening's meeting.
- (2) The Batdorf water line project replacement is complete.
- (3) Anyone wishing to serve on the B&G Committee in 2026 should either contact Miles or the office.
- (4) Upcoming improvement projects include:
  - (a) Heritage Park Pavilion due to increased activity as a community hub,
  - (b) Larger road repairs that can't be patched by our staff,
  - (c) Tabernacle repairs - a comprehensive list of improvements will be finished by the end of the year, prioritized, and given a special focus for fundraising,
- (5) Recent Member surveys reflect trees and grounds are major concern, so that is where we prioritize projects and expenditures. \$1,800 of the 2026 assessment goes to maintaining these buildings and grounds. This is in line with other surrounding associations.

**f) Communications Committee – Kevin Wells & Marcie Lloyd**

Kevin Wells reported that Linda Beck is now serving on the communications committee.

**g) Grants & Funding – Ted Martin**

There has been significant fundraising for the Tabernacle over the past many years to support improvements and repairs to the building. The remaining list of projects that need to be done is still extensive, and a preliminary discussion will be held to discuss fundraising to take care of these projects.

**h) Policy & Procedure – Ted Martin**

The committee has been reviewing the rules over the past year. The Board is now conducting a review before revisions to the Rules & Regulations are presented to the community. The rules will likely be presented in January with a separate discussion being held for the Quiet Hours and Quiet Season rule. Our goal is to finish the readings and have the rules finalized by May.

The committee will also be addressing some changes to the bylaws.

**i) Tabernacle Association – Ted Martin, Esther Mefferd**

No report.

**j) Nominations Committee – Esther Mefferd**

No report.

**k) Community Activities & Recreation Committees – Nate Godfrey**

Linda Beck has joined the community activities and will be chairing the sub-committee of the Heritage Festival.



**l) Library Committee –Sally Marisic**

No report.

**m) Archive Committee – Don Miller**

No report.

**6) Unfinished Business**

- a) None.

**7) New Business**

- a) The following motion was made by the Executive Committee via email on October 20, 2025.  
The Executive Committee unanimously agreed by consensus to approve the Tree Removal Permit submitted by the owners of 209 Weaver Avenue to remove a dying tree from their property at the recommendation of certified arborist Bartlett Tree Experts, and as required by their home owner's insurance policy in order to retain coverage. Resolution 2025.10.20-01.
- b) The following motion was made by the Executive Committee via email on October 21, 2025.  
The Executive Committee unanimously agreed by consensus to approve the expenditure of up to \$12,000 from the Tree Fund in order to complete the tree treatment work proposed by Bartlett Tree Experts in their proposal dated 10/8/2025. Resolution 2025.10.21-01.
- c) Marcie Lloyd made a motion to approve the Tree Removal Permit submitted for 701 2<sup>nd</sup> Street to remove dead trees from their property. Jeff Minnich seconded the motion. There was no further discussion, and the motion passed unanimously with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution 2025.11.18-01.
- d) Kevin Wells made a motion to approve the Tree Removal Permit submitted for 206 Boehm Avenue to remove dead trees on their property. Esther Mefferd seconded the motion. There was no further discussion, and the motion passed unanimously with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution 2025.11.18-02.
- e) Joe Lamont made a motion to approve the Tree Removal Permit submitted for 600 Otterbein Avenue to remove the remainder of a pine tree severely damaged in a recent wind storm. Marcie Lloyd seconded the motion. There was no further discussion, and the motion passed unanimously with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution 2025.11.18-03.
- f) Marcie Lloyd made a motion to approve the \$31,000 Tree Inventory Proposal from Bartlett Tree Experts to inventory trees within the Campmeeting, and to create and maintain an ongoing database inventory for the purpose of caring for and managing the forest, to be paid for from the General Fund. Kevin Wells seconded the motion. During discussion, Miles asked for clarification about the frequency of tree updates and modifications to the database. There was no further discussion, and the motion passed unanimously with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution 2025.11.18-04.
- g) Jeff Minnich made a motion to approve the 2026 budget proposal from the Finance Committee along with the corresponding 2026 fee schedule. Miles Bojanic seconded the motion. There was no further discussion, and the motion passed unanimously with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution 2025.11.18-05.
- h) Miles Bojanic made a motion to approve the building permit application submitted for 205 4<sup>th</sup> Street to replace their sewer lateral up to the main line. Marcie Lloyd seconded the motion. There was no further discussion, and the motion passed unanimously with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution 2025.11.18-06.

**8) Adjournment**

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Filename: 2025.11.18 Minutes Draft.docx



The meeting adjourned at 7:12 p.m. on a motion by Miles Bojanic, seconded by Joe Lamont and passed unanimously.

The next regular meeting will be held Tuesday, December 16, 2025, at 6:30 p.m.

This meeting was recorded and will be available on the MGCA website for one month.

DRAFT



In attendance:

Members in Person:

Betsy Barnhart, 50 3<sup>rd</sup> St.

Members on Zoom:

Joe Bering, 305 8<sup>th</sup> St.

Stephanie Bost, 9 Batdorf Ave.

Pat Brosious, 203 Boehm Ave.

Linda Campbell, 402 Glossbrenner Ave.

Linda Cochran, 505 Mills Ave.

Kristi Donahue, 501 6<sup>th</sup> St.

Becca Finkenaur, 107 6<sup>th</sup> St.

Jeff Hazel, 602 Kephart Ave.

Frank Herrmann, 205 Glossbrenner Ave.

Kim Kramer, 401 6<sup>th</sup> St.

Janelle Kuligowski, 309 8<sup>th</sup> St.

Peggy Lichty, 205 Castle Ave.

Dave Lloyd, 403 1<sup>st</sup> St.

Charity Lorenzen, 105 3<sup>rd</sup> St.

Doug Lorenzen, 503 1<sup>st</sup> St.

Don Miller, 601 4<sup>th</sup> St.

Christine Slotznick, 507 3<sup>rd</sup> St.

Jeff Thompson, 207 Glossbrenner Ave.

Tammy Travitz, 502 2<sup>nd</sup> St.

Paul Trella, 209 Weaver Ave.

Garey Wilmsen, 301 Bell Ave.

Jan Wolff, 211 8<sup>th</sup> St.

Scott Zellers, Gar 1<sup>st</sup> St.

Attachments:

Executive Committee motions

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Secretary

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Chairman

# Mount Gretna Campmeeting Balance Sheet

Cash Basis

As of November 30, 2025

	Nov 30, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Checking Account - Jonestown	-11,338
Shadow	186,194
JBT CD Water Tower	160,826
JBT CD 2025.03.14	402,715
PV Pass Through	7,880
<b>Total Checking/Savings</b>	746,276
<b>Accounts Receivable</b>	
Accounts Receivable	-847
<b>Total Accounts Receivable</b>	-847
<b>Other Current Assets</b>	
Inventory Asset	
MGCA Historical Plaque	676
<b>Total Inventory Asset</b>	676
<b>Total Other Current Assets</b>	676
<b>Total Current Assets</b>	746,106
<b>TOTAL ASSETS</b>	<b>746,106</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	-436
Credit Cards	-4,519
Other Current Liabilities	121
<b>Total Current Liabilities</b>	-4,834
<b>Total Liabilities</b>	-4,834
<b>Equity</b>	
Net Assets- Temp. Restricted	
Net Assets- Temp Rest Playground	16,884
Net Assets- Temp. Restricted - Other	6,377
<b>Total Net Assets- Temp. Restricted</b>	23,261
Net Assets-Designated	130,915
Net Assets-Undesignated	146,881
Retained Earnings	576,128
Net Income	-126,245
<b>Total Equity</b>	750,940
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>746,106</b>



# Mount Gretna Campmeeting

## Income & Expense

### November 2025

Cash Basis

	Community Maintenance	Overhead	TOTAL
<b>Ordinary Income/Expense</b>			
Income			
Admin Fee Reimbursement	0	400	400
Assessments			
Home	829	0	829
Prior Year Assessment Payments	500	0	500
Total Assessments	1,329	0	1,329
Community Activities Income			
Happy Hour/Social Donations	1,052	0	1,052
Total Community Activities Income	1,052	0	1,052
Interest Income	0	1,621	1,621
Rental Permit Fee	1,875	0	1,875
Rentals			
Garage	117	0	117
Pavilion/Kitchen	75	0	75
Total Rentals	192	0	192
Total Income	4,447	2,021	6,469
Gross Profit	4,447	2,021	6,469
Expense			
Administrative costs	0	1,311	1,311
Buildings & Grounds			
Maintenance Expense	602	0	602
Operating Expense			
Dues & Subscriptions	11	0	11
Electric	28	0	28
Fuel & Oil	374	0	374
General Supplies	151	0	151
Total Operating Expense	564	0	564
Total Buildings & Grounds	1,166	0	1,166
Utilities (B&G)			
Sewer	210	0	210
Street Lights	2,272	0	2,272
Water Rate			
Loan Repayment	7,156	0	7,156
Water Production	1,726	0	1,726
Total Water Rate	8,882	0	8,882
Total Utilities (B&G)	11,364	0	11,364
Community Activities			
Social Events	102	0	102
Total Community Activities	102	0	102
Personnel	6,063	4,948	11,010
Trees	1,300	0	1,300
Total Expense	19,995	6,259	26,254
Net Ordinary Income	-15,547	-4,238	-19,785
Net Income	-15,547	-4,238	-19,785

# Mount Gretna Campmeeting Income & Expense Budget vs. Actual

Cash Basis

January through November 2025

	Total Community Maintenance			Overhead			TOTAL		
	Jan - N...	Budget	% of B...	Jan - N...	Budget	% of B...	Jan - N...	Budget	% of B...
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
Admin Fee Reimbursement	0			4,350			4,350	0	100%
<b>Assessments</b>									
Garage	4,522	4,520	100%	0			4,522	4,520	100%
Home	775,833	787,080	99%	0			775,833	787,080	99%
Penalties	418			1,552			1,969	0	100%
Prior Year Assessment Payments	6,121			0			6,121	0	100%
<b>Total Assessments</b>	<b>786,894</b>	<b>791,600</b>	<b>99%</b>	<b>1,552</b>			<b>788,445</b>	<b>791,600</b>	<b>100%</b>
<b>Community Activities Income</b>									
Heritage Festival Donation	11,337			0			11,337	0	100%
Happy Hour/Social Donations	3,434			0			3,434	0	100%
Movie Night	1,180			0			1,180	0	100%
Porch Sale	845			0			845	0	100%
Picnic Income	77			0			77	0	100%
Community Activities Income - Other	391			0			391	0	100%
<b>Total Community Activities Income</b>	<b>17,264</b>			<b>0</b>			<b>17,264</b>	<b>0</b>	<b>100%</b>
<b>Donations OUTSIDE MGCA ONLY</b>	<b>75</b>			<b>0</b>			<b>75</b>	<b>0</b>	<b>100%</b>
Interest Income	0	0	0%	17,673	10,000	177%	17,673	10,000	177%
Miscellaneous Receipts	102			1,463	500	293%	1,565	500	313%
<b>R&amp;R Fines</b>	<b>0</b>			<b>100</b>			<b>100</b>	<b>0</b>	<b>100%</b>
Rental Permit Fee	4,125	3,375	122%	0			4,125	3,375	122%
<b>Rentals</b>									
Kauffman Parking Lot	6,000	6,000	100%	0			6,000	6,000	100%
Garage	16,567	16,800	99%	0			16,567	16,800	99%
Parking	6,412	6,000	107%	0			6,412	6,000	107%
Pavilion/Kitchen	800	300	267%	0			800	300	267%
Security Deposits	250			0			250	0	100%
Storage Sheds	5,400	5,400	100%	0			5,400	5,400	100%
Tabernacle	2,125	1,875	113%	0			2,125	1,875	113%
<b>Total Rentals</b>	<b>37,554</b>	<b>36,375</b>	<b>103%</b>	<b>0</b>			<b>37,554</b>	<b>36,375</b>	<b>103%</b>
<b>Total Income</b>	<b>846,013</b>	<b>831,350</b>	<b>102%</b>	<b>25,138</b>	<b>10,500</b>	<b>239%</b>	<b>871,151</b>	<b>841,850</b>	<b>103%</b>
<b>Gross Profit</b>	<b>846,013</b>	<b>831,350</b>	<b>102%</b>	<b>25,138</b>	<b>10,500</b>	<b>239%</b>	<b>871,151</b>	<b>841,850</b>	<b>103%</b>
<b>Expense</b>									
Administrative costs	-3			18,246	20,275	90%	18,244	20,275	90%
<b>Buildings &amp; Grounds</b>									
Maintenance Expense	5,500	10,000	55%	0			5,500	10,000	55%
<b>Operating Expense</b>									
Dues & Subscriptions	60			0			60	0	100%
Electric	2,205			0			2,205	0	100%
Engineer & Inspections	2,886			0			2,886	0	100%
Equipment Purchase	4,970			0			4,970	0	100%
Fire Extinguisher Maint	188			0			188	0	100%
Fuel & Oil	2,352			0			2,352	0	100%
General Supplies	2,534			0			2,534	0	100%
Grounds Maintenance	1,512			0			1,512	0	100%
Painting	4,356			0			4,356	0	100%
Parking & Roads	2,779			0			2,779	0	100%
Pest Control	199			0			199	0	100%
Rentals	260			0			260	0	100%
Restroom Maintenance	220			0			220	0	100%
Snow Removal	5,440			0			5,440	0	100%
Operating Expense - Other	0	40,000	0%	0			0	40,000	0%
<b>Total Operating Expense</b>	<b>29,961</b>	<b>40,000</b>	<b>75%</b>	<b>0</b>			<b>29,961</b>	<b>40,000</b>	<b>75%</b>
<b>Total Buildings &amp; Grounds</b>	<b>35,461</b>	<b>50,000</b>	<b>71%</b>	<b>0</b>			<b>35,461</b>	<b>50,000</b>	<b>71%</b>
<b>Utilities (B&amp;G)</b>									
Garbage	62,762	67,013	94%	0			62,762	67,013	94%
Sewer	184,509	183,185	101%	0			184,509	183,185	101%
Street Lights	24,437	28,091	87%	0			24,437	28,091	87%

# Mount Gretna Campmeeting Income & Expense Budget vs. Actual

Cash Basis

January through November 2025

	Total Community Maintenance			Overhead			TOTAL		
	Jan - N...	Budget	% of B...	Jan - N...	Budget	% of B...	Jan - N...	Budget	% of B...
<b>Water Rate</b>									
Loan Repayment	78,714	85,920	92%	0			78,714	85,920	92%
Water Production	38,061	64,080	59%	0			38,061	64,080	59%
<b>Total Water Rate</b>	<u>116,775</u>	<u>150,000</u>	<u>78%</u>	<u>0</u>			<u>116,775</u>	<u>150,000</u>	<u>78%</u>
<b>Total Utilities (B&amp;G)</b>	388,483	428,289	91%	0			388,483	428,289	91%
<b>Community Activities</b>									
Movie Nights	2,089			0			2,089	0	100%
Social Events	1,502			0			1,502	0	100%
Heritage Festival	9,380			0			9,380	0	100%
Community Activities - Other	275	2,400	11%	0			275	2,400	11%
<b>Total Community Activities</b>	<u>13,246</u>	<u>2,400</u>	<u>552%</u>	<u>0</u>			<u>13,246</u>	<u>2,400</u>	<u>552%</u>
Community Library	479	500	96%	0			479	500	96%
Contributions - Note 2 Fin Comm	0			2,450	2,500	98%	2,450	2,500	98%
Personnel	77,556	93,125	83%	61,276	66,738	92%	138,832	159,863	87%
<b>Professional Fees</b>									
Accounting	0			3,280	3,450	95%	3,280	3,450	95%
Insurance	0			18,616	16,891	110%	18,616	16,891	110%
Legal Fees	0			1,365	10,000	14%	1,365	10,000	14%
Survey	0	3,000	0%	0			0	3,000	0%
<b>Total Professional Fees</b>	<u>0</u>	<u>3,000</u>	<u>0%</u>	<u>23,261</u>	<u>30,341</u>	<u>77%</u>	<u>23,261</u>	<u>33,341</u>	<u>70%</u>
Property Taxes	5,916			855	6,836	13%	6,771	6,836	99%
Transfer to Fund/Project Net 0	110,000	110,000	100%	0			110,000	110,000	100%
Trees	29,949	23,483	128%	0			29,949	23,483	128%
<b>Total Expense</b>	<u>661,088</u>	<u>710,797</u>	<u>93%</u>	<u>106,088</u>	<u>126,690</u>	<u>84%</u>	<u>767,176</u>	<u>837,487</u>	<u>92%</u>
<b>Net Ordinary Income</b>	<u>184,925</u>	<u>120,553</u>	<u>153%</u>	<u>-80,950</u>	<u>-116,190</u>	<u>70%</u>	<u>103,975</u>	<u>4,363</u>	<u>2,383%</u>
<b>Net Income</b>	<u><b>184,925</b></u>	<u><b>120,553</b></u>	<u><b>153%</b></u>	<u><b>-80,950</b></u>	<u><b>-116,190</b></u>	<u><b>70%</b></u>	<u><b>103,975</b></u>	<u><b>4,363</b></u>	<u><b>2,383%</b></u>

**Restricted & Designated Fund Activity**

	<b>Balance as of <u>10/31/2025</u></b>	<b>Activity during: <u>November</u></b>	<b>Balance as of <u>11/30/2025</u></b>
<b>Restricted Funds</b>			
Community Activities Fund	\$514	\$0	\$514
Community Projects Fund	\$2,500	\$0	\$2,500
DEP Grant	\$29,397	\$0	\$29,397
Heritage Festival	\$13,519	\$0	\$13,519
Library Program Fund	\$1,644	\$0	\$1,644
<b>Designated Funds</b>			
Operating Reserve	\$221,760	\$0	\$221,760
Seiders Fund	\$20,843	\$0	\$20,843
Survey Fund	\$2,361	\$0	\$2,361
Tree Fund	\$35,301	(\$2,040)	\$33,261
Capital Projects			
B&G Emergency Reserve	\$23,549	\$0	\$23,549
Building: Garages.Sheds (Rentals)	\$31,774	\$0	\$31,774
Buildings	<u>\$76,613</u>	<u>\$0</u>	<u>\$76,613</u>
Total Buildings:	\$108,387		\$108,387
Equipment	\$48,205	(\$1,795)	\$46,411
Land: Heritage Park	\$17,048	\$0	\$17,048
Linear Structures	\$116,059	(\$85,000)	\$31,059
Structures	\$0	\$0	
Water Operations			
Water Operations: General	\$9,250	\$0	\$9,250
Water Operations: Mains		\$0	
Water Operations: Pump House	\$7,682	\$0	\$7,682
Water Operations: Maintenance Program	\$5,441	\$0	\$5,441
Water Operations: PENNVEST Principal	<u>\$66,822</u>	<u>\$0</u>	<u>\$66,822</u>
Total Water Operations:	\$89,194		\$89,194

## December 1, 2025 – Meeting Notes

Hybrid Meeting of the B&G Committee at the Mt. Gretna Campmeeting's Office and via Zoom teleconference.

Members of the B&G Committee present: (In person) Miles Bojanic, Nate Godfrey, Bill Linton, Doug Lorenzen, Jeff Minnich, Bob Rader, and Ben Slotznick, (Via Zoom) Joe Lamont, Kevin Skovira, and Pat Wilmsen. Debby Erb was in attendance. Not excused: George Leyh

Miles Bojanic opened the meeting at 6:30 p.m.

### REPORTS

#### Superintendent Report

- The water tank was inspected December 1<sup>st</sup> by USG in accordance with our maintenance contract.
- Preparation has been made for upcoming snow. Two pieces of equipment are ready with plows.
- Two weeks of leaf pickup remain. There is a problem with some crews of independent contractors who have been employed directly by Campmeeting Members blowing leaves and getting debris from the land mixed in with the leaves. These piles cannot be picked up because they have sticks, stones, and other debris in with the leaves. Jeff Minnich suggested talking to the contractor to let them know we can't pick up the piles. Ben Slotznick suggested that the policy requirements be printed on a small card to give to Members or sub-contractors. It was agreed that the usual signs would be added to the piles to indicate that they would not be picked up, if necessary, they would be pushed off the street, and that if known, Members would also be contacted because many owners are no longer in residence to see the leaf pile signs.
- The B&G now has an iPad with internet access. The grounds staff can action on items much more quickly, contact Members with problems or concerns, and update Diamond Maps infrastructure information.
- Peggy Lichty has been doing a tremendous job decorating the Campmeeting for the holidays. Peggy and her crew of volunteers are owed a huge thank you for their efforts.

#### Water Report

1. Water usage is up again by 10,000 gallons a day, started right before Thanksgiving.
2. Tri-Star has inspected the control panel.
3. The diesel generator fuel supply is below half. Have been having difficulty finding a contractor to fill the tank because of fill requirements. Kresge will fill the tank for us at cost.
4. The next lead pipe notice needs to be sent out by the end of the month.

#### Building Permit Application Review

1. 209 Weaver – owners are asking to move the HVAC system. Committee consensus is to recommend approval of the building permit to the Board of Managers.
2. 305 1<sup>st</sup> – owners are asking to put a propane tank under the porch. Owner has said that West Cornwall Township does not need a permit for any of their proposed work. With Bill Linton and Ben Slotznick abstaining, the committee consensus is to recommend approval of the building permit to the Board of Managers, pending a discussion with West Cornwall Township and the contractor to ensure that the project meets all township and county requirements. Pat Wilmsen also wants to ask our insurance company what our liability is if we approve the permit and then something happens.
3. 105 5<sup>th</sup> Street. The Committee is recommending that an easement application be required for this project.

## MGCA Active Projects/Old Business

1. **Surveys:** The B&G had recommended surveys be required as part of the resale certificate process. Conversation with a local real estate agent has suggested that this could be a huge mistake, affect property values, and open up a pandora's box with mortgages and easements. The committee discussed the pros and cons of requiring a survey as part of property transfer and as part of every building permit. Currently, surveys are required for a building permit at the discretion of the B&G Committee. The points for and against requiring surveys will be presented to the Executive Committee.
2. **Verizon:** Joe Lamont has been in contact with the consulting firm engaged by Verizon to get the following questions answered. First, they are putting a larger electrical unit on the outside of the building; will this unit create additional noise. Secondly, electronics tend to get smaller, so what might they be planning for the future that would require a larger electrical unit. Are they planning on building a tower?
3. **Streetlight Outages:** Streetlights outages will be inspected and reported this month.
4. **Tabernacle Capital Improvement Projects:** Light-Heigel has been contacted to develop a scope of project to determine if the fans are compatible with the structure. In addition, Miles presented the proposal for a harness system to melt the snow off the Tabernacle roof.
5. **Pinch Road.** No update.
6. **Rental Garages:** No update.
7. **Historic Hand Pump Gazebos.** No update.
8. **3<sup>rd</sup> Street Water Main:** No update.

## New Business

1. None.

Adjourn 8:00 p.m.

**Mt. Gretna Campmeeting Association  
Building Permit Application**

(Submit to MGCA P.O. Box 428, Mt. Gretna, PA 17064 or the Chair of the B&G Committee)

Name: <b>Paul &amp; Amy Trella</b>	<i>MGCA Use Only</i>
Address: <b>1114 Martin Avenue</b>	Date Submitted: <b>Nov 17, 2025</b>
City/State/Zip: <b>Ephrata, PA 17522</b>	MGCA Assessment/Bills Paid in Full: <input checked="" type="radio"/> Yes <input type="radio"/> No
Telephone Contact: (717) 344-6662	Lot Number: 61X <b>197</b>
MGCA Property Address: 209 Weaver Avenue	

An MGCA Building Permit Application must be submitted to the MGCA Board of Managers for review and approval as delineated in the most recent Rules & Regulations (R&R) handbook and/or as required by LCPD and West Cornwall Township (WCT). All MGCA permit applications must include an architectural scaled drawing (floor plans and elevations) and/or plot plan (See below) of the proposed work.

All projects requiring a building permit from the Lebanon County Planning Department (LCPD) first must be reviewed and approved by the Mt. Gretna Campmeeting Association (MGCA) Board of Managers. Requests for building permits from LCPD must include the approved MGCA Building Permit with architectural scaled drawings of the proposed work. All documents must be signed by the President of the MGCA Board of Managers. When applying for a building permit from LCPD, a completed duplicate copy of the County's permit application including all supporting documentation must be sent to the MGCA at the same time. Also, during the County's permit process, all and any changes or updates submitted to the County must also be sent to the MGCA at the same time.

**Improvement Information**

**A. General Project Description:**

(If more space is required, please attach another sheet.)

(See Attached)
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**B. Type of Improvement including but not limited to, Building Permit required by Rules & Regulations (Check all that apply)**

- a. ☐ Construction or renovation work which alters the external boundaries of an existing structure (R&R 10b)
- b. ☐ Installation of driveway, parking area or any impervious material (R&R 10b)
- c. ☐ Remodeling/replacement of porch structure (R&R 11)
- d. ☒ Relocation, upgrade or addition to household plumbing, heating [HVAC] systems or electrical systems (R&R 10a), propane tanks, public waste and/or water lines (R&R 13)
- e. ☐ New and/or reconstruction of any existing chimney of any material (R&R 14)
- f. ☐ Tree removal (R&R 16b) [In case of an emergency, where property is in imminent danger, please contact the Superintendent of Grounds.]
- g. ☐ Fences and/or Landscaping (R&R 19)
- h. ☐ Other (Please explain)



C. Estimated cost of improvement \$ 85,000

D. Plot plan (Required for approval)

Attach a drawing showing building setbacks, proposed construction, existing structures, street(s), etc. Also show dimensions of new and existing structures and distance from property lot lines and existing structures. Owner may be required to provide, at their expense, a true and accurate description of the property, sealed and certified by a Licensed Surveyor, as required by LCPD and WCT.

E. Contractor Information

Contractor Business Name: Elm Renovations & Construction LLC

Contractor Owner/Principal: Kevin Hess

Contractor PA License #: 160841

Contractor Telephone Number: (717) 626-8558

Contractor Address: 786 W Newport Rd, Lititz, PA 17543

F. Application requests from R&R rules 11, 13, 14 and 16b must be submitted to the MGCA Board of Managers for approval at a regular monthly Board meeting. The MGCA Member/Owner applying for the building permit should be present at the meeting. Application request from R&R Rule 10b need to follow the above guidelines if their building request requires a variance from the Lebanon County Planning Department. If no variance is required, the President and/or an appointed representative of the MGCA Board of Managers can approve the Building Permit.

G. Permits are valid for a period of one (1) year from the date of issuance. Work authorized but not substantially started within 180 days of permit issuance date shall require a new permit.

H. Construction work with power tools interior and exterior, framing, roofing, etc. is prohibited during "Quiet Season" July 15<sup>th</sup> to August 31<sup>st</sup>. (R&R 17b)

Submissions (List all attachments to your application, e.g. plot plans, architectural drawings, etc.):

1. Renovation Plan Summary (P3)
2. Overall "flow" Plan (P4)
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

Member Signature

Paul Telle

Date

11/17/25

*This Section for MGCA use only*  
Approved? (Yes/No)

Date of approval: \_\_\_\_\_

Signature: President, Board of Managers \_\_\_\_\_

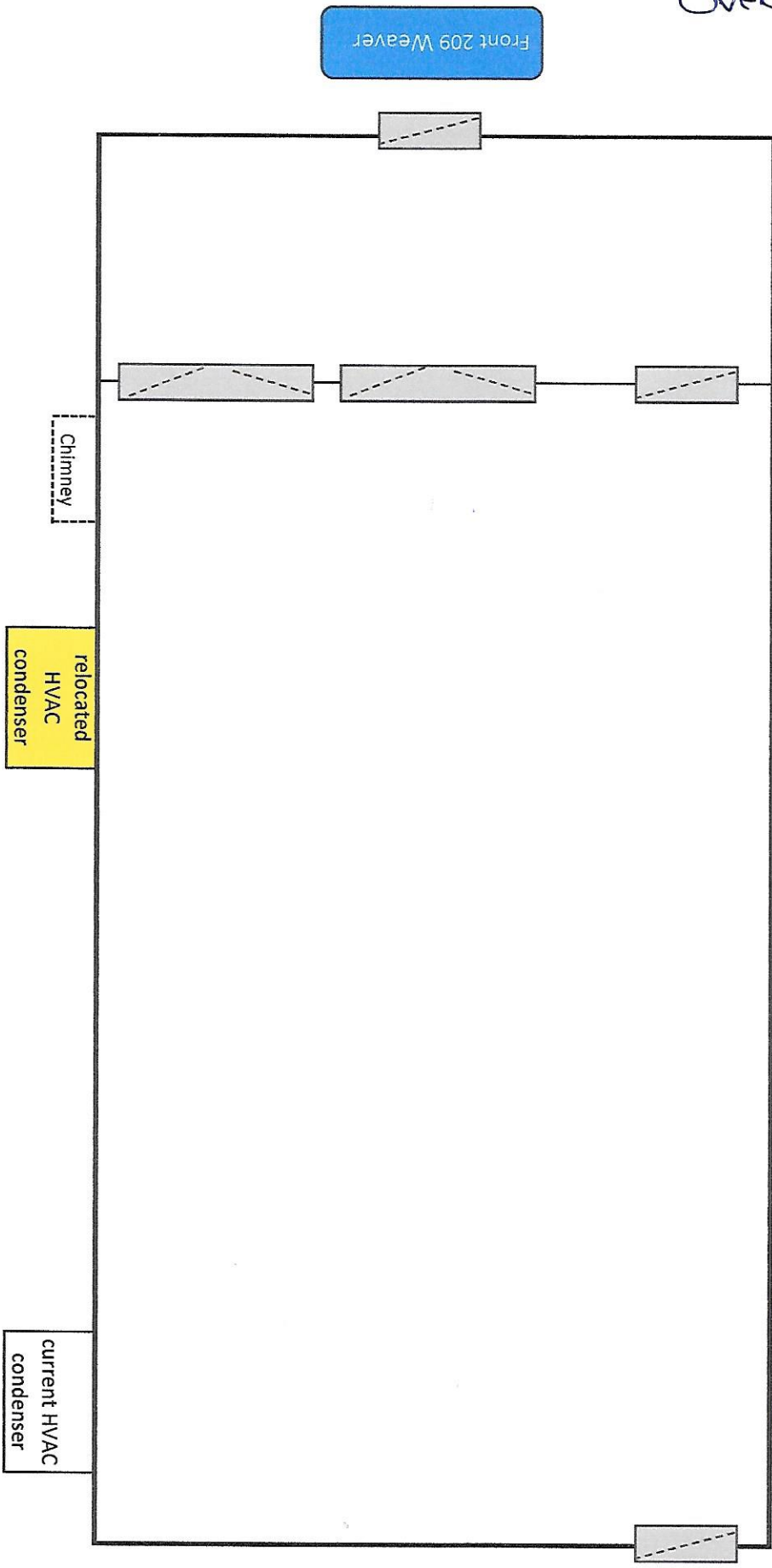


Renovation Plan  
209 Weaver Avenue  
Mount Gretna, PA

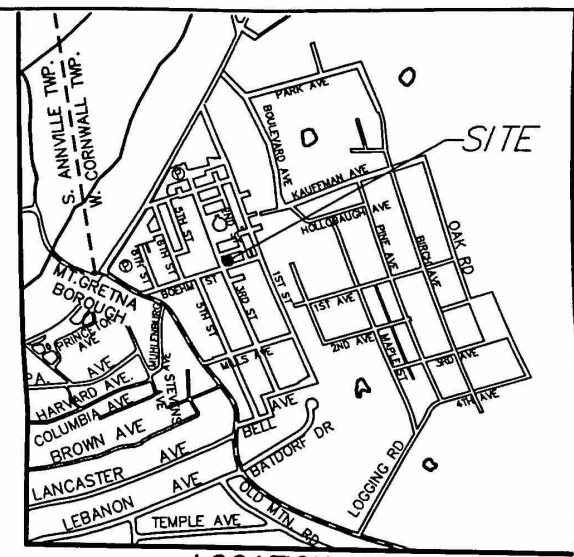
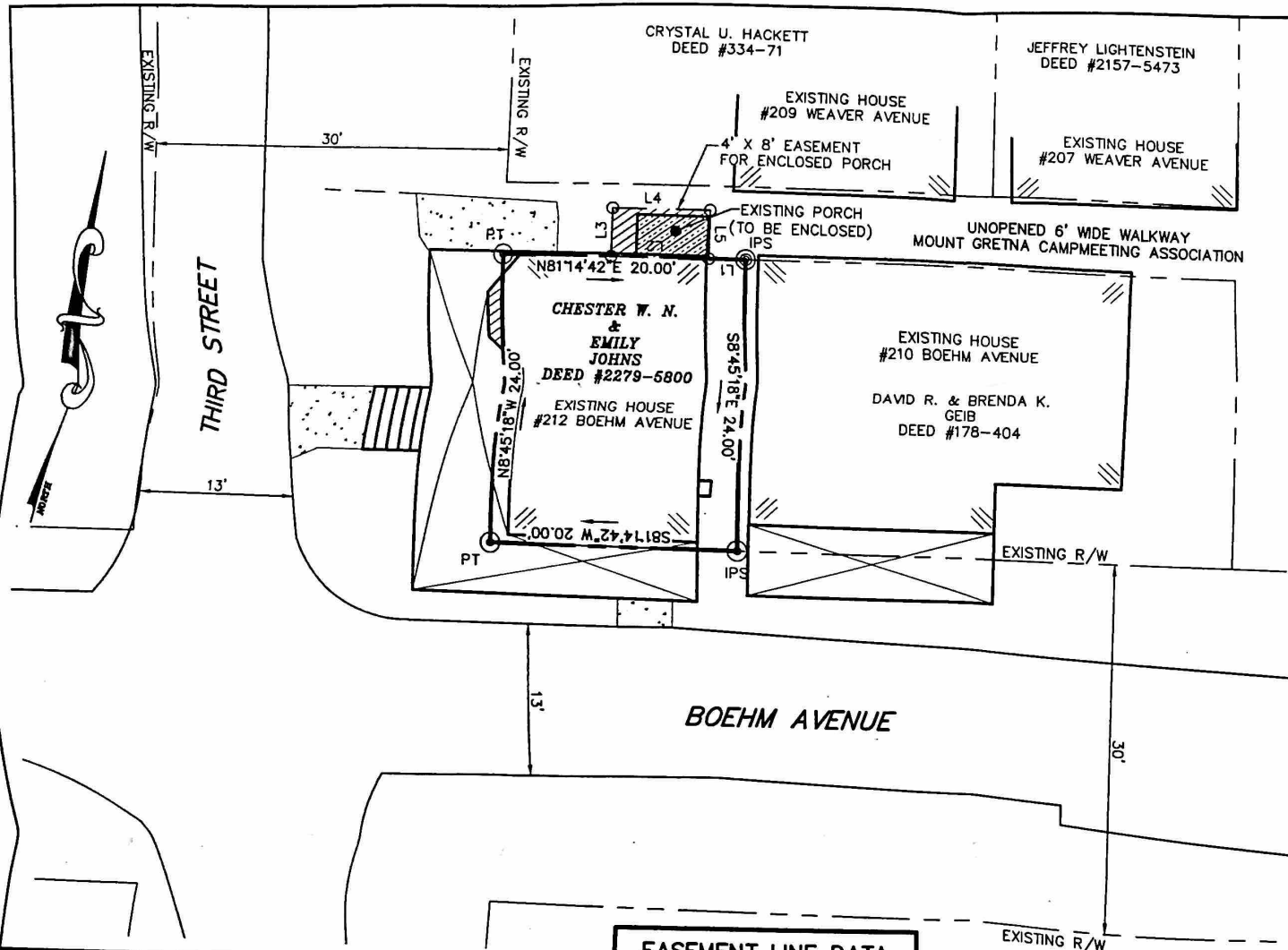
Foundation	Add LVL beams, columns & supports as needed
Plumbing	Install new 50-gal lowboy water heater, update all remaining water lines in crawl space to PEX; replace exterior hydrant with frost proof version; remove cast iron bath tub, supply & install 4pc shower, update supply lines from crawl space to second floor bath.
HVAC	Remove existing mini split system, remove existing oil furnace, oil tank & fill / vent pipe. Supply & install new HVAC, propane furnace (70k btu, 2.5-ton A/C with indoor coil, 16 SEER2, 13.6EER2), Honeywell programable thermostat; central return in second floor hall ceiling and first floor living room ceiling; run gas line from outdoor termination to furnace in attic. Outdoor condenser located near chimney.
Electrical	Relocate electric panel from crawl space to first floor kitchen; install new 100-amp 24 circuit panel including installation of circuit breakers and wiring to relocate panel. Install new ceiling fan box in master bedroom; add outlets in hallway and front bedrooms as required, make sure all outlets & switches are to code on second floor; rewire as necessary. Remove upstairs hallway ceiling fan; install 2 LED recessed lights in upstairs hallway; install bath exhaust fan / light and vent to exterior; install ceiling fan outlet boxes in front 2 bedrooms; install hardwired smoke detectors in bedrooms; install smoke / CO2 detector in hallway and first floor; install 2 fan outlet boxes on front porch, tie into existing switch; install 2 exterior outlets (one either side) in porch ceiling, final position to be decided by homeowners. Replace outlet on rear outside wall of cottage.
Insulation	Insulate second floor exterior walls, front bedrooms & bath to R21; ceiling in hallway, bath & front bedrooms to R49 including foam and caulk as required
Permit	West Cornwall Township requirements including inspections

Pull existing propane tanks &  
Replace with newer ones - same size

P4  
OVERALL "Floor" PLAN



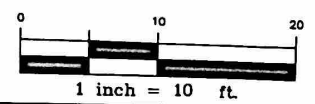
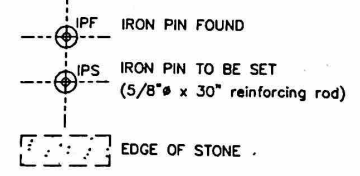
- New location for outside HVAC Condenser
- Change out propane tanks



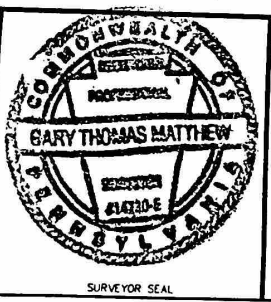
LOCATION MAP  
1" = 800'

**ZONING REQUIREMENTS**  
**ZONED "R - 2" HIGH DENSITY RESIDENTIAL**  
 PUBLIC WATER & PUBLIC SEWER  
**LOT REQUIREMENTS**  
 MINIMUM LOT AREA = 10,000 SQ.FT  
 MINIMUM LOT WIDTH = 80'  
 MAXIMUM LOT COVERAGE = 40%  
**MINIMUM YARD REQUIREMENTS**  
 FRONT = 30'  
 REAR = 25'  
 EACH SIDE = 10'  
**GENERAL REQUIREMENTS**  
 MAXIMUM BUILDING HEIGHT = 35'  
 MINIMUM OFF-STREET PARKING = 2 SPACES/DWELLING  
 ANY AND ALL OTHER REQUIREMENTS SHALL BE IN ACCORDANCE WITH THE ZONING ORDINANCE OF WEST CORNWALL TOWNSHIP

**LEGEND**



EASEMENT LINE DATA		
LINE	BEARING	LENGTH
L1	S81°14'42"W	3.00
L2	S81°14'42"W	8.00
L3	N8°45'18"W	4.00
L4	N81°14'42"E	8.00
L5	S8°45'18"E	4.00
CONTAINING: 32 SQ.FT.		



I HEREBY CERTIFY THE ABOVE PLAN TO BE CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE.  
*Gary T. Matthew*  
 9/2/20  
 DATE

PLAN OF SURVEY FOR  
**CHESTER W. N. & EMILY JOHNS**  
 SITUATED IN  
 WEST CORNWALL TOWNSHIP, LEBANON COUNTY, PA

*Matthew & Hockley Associates, Ltd.*  
 340 SOUTH EIGHTH STREET  
 LEBANON, PENNSYLVANIA 17042  
 PHONE: (717) 272-3028  
 FAX: (717) 274-3362  
 www.m-hsurveyors.com

DATE: SEPTEMBER 2, 2020 REVISED:  
 SOURCE OF TITLE  
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 DRAWING: CJCW02 SHEET 1 OF 1