

Peacock Hill Community Association

Board of Directors Meeting

Thursday, January 16, 2014

301 Peacock Dr. The Leonard Residence

**Board Members Present:** Tom Leonard, Susan Klug, Laura Schundler, Greg Lohr, Jacqui Koenig

**Board Members Absent:** Jan Dutton, Ryan MacDonald, Charlie Molhoek, Maureen Minor

**Real Property Agent Present:** Lacy Wilbur, Ben Wilson

Minutes

- 1) Call to Order & Introduction
  - a. The meeting was called to order at 7:03pm.
- 2) Declaration of Quorum
  - a. With five (5) of nine (9) board members present, quorum to conduct business was met.
- 3) Approval of October 2013 Minutes – The motion to approve the October 2013 Minutes was made by Mrs. Schundler, seconded by Mrs. Koenig. The motion was approved by all those present.
- 4) Manager's Report
  - a. Grounds & Maintenance
    - i. Road Re-Pavement Project – 2013
      1. All of the work has been completed. There was discussion regarding the cul-de-sac at the end of Gooseneck Lane. The Board would like to pressure VAS into fixing it for free if they get the bid for the upcoming paving project.
    - ii. Road Re-Pavement Project – 2014
      1. The re-pavement for Peacock Drive has been postponed to April of 2015 due to lack of notice to the residents and the ongoing storm-water drainage issues.
      2. There was discussion about including Shady Lane in the paving work for April of 2015. The members present agreed that Shady Lane is in bad shape and should be completed sooner rather than later. Mr. Leonard made the motion to approve re-paving Shady lane concurrent with Peacock Drive. Mr. Lohr seconded the motion and it was approved by all those present.
      3. The manager has been meeting with contractors to get a price for fixing the drainage issues on Peacock Drive and the gully/culvert on Gooseneck Lane. The board asked the manager to meet with Frank Pohl to assess Gilliam's Mountain Road ditches, as well as the ditches on the other steep grade roads. (Blue Rock Ridge, Deer Crest Heights, Grey Dove Lane.) The manager will work with Mr. Pohl and the contractors on resolving/preventing these storm water issues.
    - iii. Dam Certification & Maintenance Update
      1. The managers will submit the paperwork for reimbursement for the Grant that we were awarded.
      2. The alteration permit to allow the dam work has been approved. This permit is valid for 2 years.
      3. The first draft of the RFP is done. The manager will have F&R take a look at it to make sure it is complete and accurate. It will be sent to the Board for review/approval prior to being sent around for bids.
      4. There was discussion about the silt pond and its need to be cleaned up and dredged. The Manager will reach out to Clarke Aquatic Services to get more information about dredging. If it is found that the silt pond does not need to be dredged, the manager will have a contractor come to clean out the overgrowth around it.
      5. In regards to the stand-pipe repair, the manager has reached out he Bander Smith, an engineering firm recommended by F&R to schedule an inspection of the pipe. If the pipe is found to be in need of repair/replacement, this project could cost upwards of \$100,000. Bander Smith may need to use a gator or tractor to gain access to the crest of the dam to complete the inspection.
    - iv. Lake Management Report

1. There was nothing new to report. The lake has been tested twice and the water is looking good. The first quarter, 2014 test has not been completed. It will likely happen in March as the weather starts to warm up.
- v. Landscaping Contract – Country Touch Landscaping
  1. The Board has requested the Managers to email them the current landscaping contract as well as put together a new RFP to shop the contract. The managers will reach out to at least 5 contractors to get pricing on the landscaping care of Peacock Hill.
- vi. Trash and Dumpster area
  1. There has not been any bulk trash, noticed by the manager, left in the trash area in a month or so. Hopefully this pattern continues.
  2. VAS quoted \$600 to fix the sunken and cracked area of the asphalt in the trash area, but advised against it as it would just happen again once the heavy trash trucks drive on it.
- b. Resident Concerns –
  - i. PHCA Newsletter – The 1<sup>st</sup> quarter newsletter did not go out, it will for the next quarter. Mrs. Schundler has said that when her term on the Board expires in October/November of 2014, she will no longer continue to do the newsletter. Someone from the Board will need to pick it up after that time.
  - ii. Resident Satisfaction Survey – a copy of all of the responses was included with the meeting packets for the Board members. Mr. Leonard requested that the members present review the responses and be prepared to discuss them at the next regular Board meeting in February.
  - iii. 605 Big Oak Road – The Board revisited the Beech Tree subject and unanimously agreed to inform the owner that the Board will not be cutting the tree down at the current time due to the fact that it is not an eminent threat to his property.
  - iv. 605 Shady Lane (formerly 235 Turkey Ridge Road) – The road seems to be holding up well with the new gravel. Mr. Dutton was not in attendance to give his thoughts. There may not be any need for any further action.
  - v. 285 Turkey Ridge Road –The manager discussed the progress and status of this situation, including the next steps.
  - vi. Lot 59 – New construction application in process for this lot. The owner of the lot does owe the association for past dues. The board agreed that the owner needs to pay in full the past dues prior to the application being approved.
  - vii. Insurance Policy Review – Mrs. Koenig volunteered to help the managers sort through the insurance policy and meet with the Association’s insurance agent with other Board Members.
  - viii. Common Area/Roadside Pruning/ Clean Up – The board agreed to the general approach of clearing the roadsides 3 feet inward and 10 feet up to open up the roads for sight distance, using common sense. The managers are to survey the community to define the scope of work needed. The managers have also been instructed to notify the community by letter and email to the distribution list of the work to be done. This work will be completed in the Spring/Summer to see what needs to be cut back after everything has grown out for the year.
- 5) Financial Report –
  - a. The manager discussed the financial statement for the community. The financials are posted to the website on a monthly basis.
- 6) Capital Assets
  - a. Tennis Court – Nothing new to report.
  - b. Playground – Nothing new to report
  - c. Dam – This was discussed earlier in the meeting
- 7) Environmental Preservation Board Report –Nothing new to report/ covered under Resident Concerns RE: Lot 59
- 8) PHSC Liaison Report – Mr. Leonard attended the last PHSC Board meeting and reported that they have agreed to reimburse PHCA for their portion of the landscaping costs.
- 9) Any other Business
- 10) Next Board Meeting: Thursday, February 20, 2014 – 7pm, Location TBD. This date is tentative and the manager will poll the Board members closer to the date.
- 11) Adjournment

- a. With no further items to be discussed, Mrs. Klug made the motion, Mrs. Koenig seconded and the meeting was adjourned at 9:41 PM

Respectfully submitted by Lacy Wilbur, Manager.