

Peacock Hill Community Association

Board of Directors Meeting

Thursday, February 20, 2014

301 Peacock Dr. The Leonard Residence

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

Board Members Absent: Jan Dutton, Ryan MacDonald, Charlie Molhoek, Greg Lohr, 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 four (4) of nine (9) board members present, quorum to conduct business was not met.
- 3) Approval of January 2014 Minutes – No quorum
- 4) Manager's Report
 - a. Grounds & Maintenance
 - i. Road Re-Pavement Project – 2015
 1. Budgetary numbers for Shady Lane have been received - \$38,000. A letter is being sent to the neighbors on Peacock Drive and Shady Lane to outline plans and cost.
 2. Cost estimates were received to address the drainage issues on Peacock Drive and Gooseneck. (\$2,450 and \$2,350 respectively – less \$600 total if completed together) The Board requested that Frank Pohl assess these and other roads (GMR, BRR, Deer Crest, Grey Dove and Shady Lane) for an overall scope of drainage work needed. An appointment will be set with him.
 - ii. Dam Certification & Maintenance Update
 1. All Paperwork is being compiled and submitted. The manager spoke with DCR to confirm all that was needed and to confirm that no deadlines were missed. None were. We will be reimbursed once the regional engineer and F&R submit signed certificates of the satisfactory completion of the project.
 2. We are waiting for F&R to make sure the RFP makes sense and is complete for the dirt moving portion of the Dam repair. Once this is done, it will be sent to the Board for approval and distributed to contractors for bids.
 3. In regards to the stand-pipe repairs – BanderSmith visited on 2/20. They were not able to get their equipment to the dam due to the snow and softness of the ground. They did take measurements and inspected the riser as best as possible. Only 4-5 feet could be seen. They think that there could be more water exiting the outflow pipe than entering the riser pipe which could be caused by a leak. There was too much water running through the pipe due to the melt off of snow to take any pictures. Their plan is to return Next Wednesday once the snow has melted and the watershed has "done its thing". There will be a truck or gator traveling down the trail to haul the equipment.
 - iii. Lake Management Report
 1. Clarke was on site Wednesday 2/19 to inspect the silt pond and do their quarterly water quality testing. The water quality test results will be posted to the PHCA website as soon as they are received.
 2. The silt pond has an average of 2 feet depth of water in the lower end. There is very minimal depth at the upper end. The silt that is below the water is also about 2 feet in depth. Based on the shape and design of the silt pond, it appears that the 'dry' area on the upper part was not part of the original design. Based on Clarke's assessment, currently the silt pond is only holding about 1/3 of the water that it was originally designed to hold. Having it dredged is not 100% necessary at this time, but we do need to start thinking about it. The suggestion from Clarke is: If we are going to have the equipment on site for the dam repair, it would make sense to have that done at the same time. The only issue that we will face is the expense of legally disposing of the silt

that is removed. There are regulations in place for this, but may be avoided if we can get approval to dump what is removed in a common area in the community. They will be sending the references of people that could direct us better.

- iv. Landscaping Contract – Country Touch Landscaping
 - 1. The RFP has been sent to 5 contractors
 - a. Angus Arrington
 - b. Piedmont Landscape and Irrigation
 - c. Tim Sanford
 - d. Daniel Lenherr
 - e. Matt Lehigh
 - 2. Nancy Morris was offered the opportunity to bid and informed the manager that she was not interested.
 - 3. The manager has met with Tim Sanford and Piedmont to tour the community and confirm the scope of services.
 - 4. Bids are due back to the Manager by 2/25
- v. 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. A sizeable pothole has developed due to the cold, snow/ice and plowing.
- b. Resident Concerns –
 - i. There was discussion about the quality of plowing after Winter Storm “Pax.” There were several mishaps including a truck breaking down/catching fire and running off the road. They needed to bring in a skid steer which needed to be towed. Towing was not possible until Dry Bridge Road was plowed by VDOT. Dry Bridge Road was not plowed until early Friday Morning from PHCA to Dick Woods Road. There may have been some miscommunications with the contractor, but overall he did the best job he could given the amount of snow and the rate at which it fell. This snow was wet and heavy, and with the equipment failure, by the time they were able to plow, there was too much for the trucks and skid-steer to handle effectively and efficiently. As far as the aesthetics of the plowing, with that amount of snow, there is only so far and so many places it can be piled. The goal was to make the roads passable for the community to egress and ingress safely. This was accomplished 26 hours after the last flake fell. VDOT’s policy is 48 hours.
 - ii. There was discussion concerning Turkey Ridge Lane – previously Turkey Ridge Court. This has historically never been plowed by the association. The residents there feel that since the County gave them an official name, they should be plowed as well. The Board agreed and will start to include them in all future snow removal events.
 - iii. 285 Turkey Ridge Road – According to Frank Buck, the owner responded to the Court, but it is considered non-responsive as he claimed to have no knowledge. Rather than going through the injunction process, Frank has tried to set a court date as quickly as possible. There was a docket call on 1/30. There are no other updates and no changes to the property.
 - iv. Lot 59 – The owner is proposing to start building. Mr. Molhoek and the Manager met with the owner and relayed the information that no plans will be approved for building to start until his past-due balance is paid-in-full. He said that he fully expected that and would make sure they were paid before breaking ground.
 - v. Insurance Policy Review – Members of the Board, PHSC and the Community met with Mr. Whitlock, the Association’s Insurance Agent on Wednesday 2/19 to review the policy and determine a fair cost split between PHCA and PHSC.
 - 1. The policy in place is a general liability policy that has a lot of “fluff” that is automatically included. Removing the unnecessary portions would not lower the rate.
 - 2. PHSC could probably not be insured without being on the same policy with PHCA. The fair split of the premium, in the opinion of Mr. Whitlock, is about 50/50 (\$600-\$650)

3. We discussed increasing the fidelity bond (employee dishonesty) and talk about how much increasing liability would cost if needed.
 4. Mr. Whitlock recommended that everyone get their own personal umbrella liability policy.
 5. The building part of the policy covers everything that is owned by PHCA that is not dirt, not just the actual structures.
 - vi. Roadside Pruning /clean up – There was nothing new to report. The managers are waiting until everything has grown to define the scope of work. The successful bidder of the landscape contract will be tasked with this job unless otherwise directed by the Board.
- 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
 - 8) PHSC Liaison Report –
 - 9) Any other Business
 - 10) Next Board Meeting: Thursday, March 20, 2014 – 7pm, Location TBD.
 - 11) Adjournment
 - a. With no further items to be discussed, Mrs. Klug made the motion, Mrs. Koenig seconded and the meeting was adjourned at 9:27 PM

Respectfully submitted by Lacy Wilbur, Manager.