

DRAFT

**Minutes
Board of Directors' Meeting
January 9, 2016**

Board Members in attendance: Dale Breer 16, Dick Asbell 16, Clark Ackerman 16, Michele Robinson 17, John Lundberg 17, Tracy Usry 18.

HOA Members in attendance: Dave Fedorchak (left before adjournment), Jim Buckley, Elizabeth Buckley (arrived after start)

Meeting was called to order at 9:00 am.

Review of minutes from BOD meeting on December 5, 2015:

- Clark Ackerman suggested changes as noted in his earlier email to the BOD
- Tracy Usry moved to accept the minutes pending the inclusion of the changes suggested by Clark Ackerman; Clark seconded; BOD unanimously approved the motion

Financial Report (Dick Asbell): Since the last report, there has been expenditures totaling \$300 for legal fees resulting from late dues, fees for HOA website, mailbox rental, and phone services.

ACC Report (Michele Robinson): no activity since the last meeting.

Website Report (Dave Fedorchak): updates were made to some of the software.

Road Report (Jim Hansen as reported by Dick Asbell):

- There is difficulty in patching potholes with the current cold weather. Proposal was discussed to purchase bags of cold patch, to store the bags inside to keep the material malleable, and to patch potholes at first opportunity. Motion to purchase up to \$150 in patching material made by Dick Asbell; seconded by John Lundberg. Motion was passed unanimously.
- Dick Asbell reported that discussions with Grasshopper on the proposed snow removal contract did not go well. Grasshopper does not want to sign a contract. Snow clearing services this season will be handled by Grasshopper without a contract, but additional efforts will be made to find a reliable contractor that will agree to a contract.
- Tracy Usry waiting for more appropriate weather to install new metal posts for stop signs since concrete will be used to mount the posts. Tracy will work on replacing those signs that don't require replacement of posts.

Covenants and Bylaws: Tracy will check with King George County about updating references to lots and easements in the HOA documents to the most appropriate plats.

Common Areas:

- John Lundberg reported that Dave Deputy is preparing a bill for the surveying of the Recreation Easement (western boundary) and the Trail (Crooked Creek) Easement.
- The pins on the east boundary of the Recreation Easement were marked by Dick Asbell and his son Rich.
- John Lundberg reported that emails were sent to HOA members who had volunteered for serving on the Recreation Easement Committee (REC) and the Trail (Crooked Creek) Easement Committee (TEC). Five responses were received. John will follow up with the others.
- There was discussion on planning for some preliminary clearing of the Trail.
- There was discussion on studying improvements to the drainage on Crooked Creek.
- Tracy Usry made a motion to determine how to best replace or repair the culvert at the Recreation Easement. The culvert has suffered some damage on the ends. Michele Robinson seconded. Motion was passed 5-1 with the dissenting vote by Clark Ackerman because after 12 years of nearly daily observation in all weather conditions including hurricanes he considers the current culvert as functional in its current condition.
- There was a discussion about the drainage on the east side of Panorama at the Edwards intersection.
 - Some comments indicated that the drainage needs improvement.
 - There were suggestions that the culvert placed on the Dahlgren Heritage Rails to Trail (DHRT) was the cause in the degradation of the drainage.
 - Did culvert affect the water flow? Is degraded drainage affecting the roads?
 - John Lundberg will contact DHRT (Brickly) if necessary.

Old Business:

- The BOD agreed to hold hearings at the next regularly scheduled BOD meeting on the complaints filed by Dave Fedorchak and Jim Buckley.
- John Lundberg will send emails to officially notify Dave and Jim.

New Business:

- Jim Buckley asked that his document on the history of Chotank and Panorama be posted on the HOA website. Tracy Usry moved to have the board review the document for the purpose of posting on the HOA website. Michele Robinson seconded. The motion was passed unanimously.
- There was a discussion of the two bids received in response to the RFP to conduct a wetlands survey of the Trail crossing of Blackcastle Creek. Tracy

agreed to follow up with some of the companies that did not respond to the RFP. The current best estimated cost for the survey is \$3500.

- Tracy Usry will provide a summary of the permitting costs.
- The current estimate for the total cost of establishing the trail will be the cost of the boundary survey, the wetlands delineation survey, and permitting costs with other potential unknown costs.
- A discussion of the issues relevant to the Trail will be presented at the HOA annual meeting in February.

Dick Asbell made a motion to adjourn. Tracy Usry seconded. Motion was passed unanimously. The meeting adjourned at 11:00 am.

The next BOD meeting is scheduled for 9:00 am on February 6, 2015 at the Coldwell Bankers Elite office.

The HOA Annual Meeting will be held February 20, 2016 at the King George Middle School cafeteria. The doors open at 9:30 with the meeting commencing at 10:00 am.