

**DRAFT**  
**Minutes**  
**Board of Directors' Meeting**  
**February 6, 2016**

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

**HOA Members in attendance:** Dave Fedorchak (left before adjournment), Jim Buckley and Elizabeth Buckley (left before adjournment), Bruce Frady.

Meeting was called to order at 8:00 am. [Note that the originally announced meeting time was announced for 9:00 am but was moved up to accommodate some HOA members involved in the complaint hearings. Notice of the change was sent to the HOA by email on February 4. The meeting began with the complaint hearings for this reason.]

**Complaint hearings:**

James Buckley and Dave Fedorchak had filed complaints with a common issue concerning the executive session held by the BOD at the November 8, 2015 regular meeting. Each of the complainants was allowed five minutes to discuss their complaints. Then each board member was allowed five minutes to comment on the complaints. Additional discussion followed. A formal response to the complaints will be drafted and sent to the BOD for comment before sending to the complainants.

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

- Dick Asbell moved to accept the minutes. Tracy Usry seconded the motion. The BOD unanimously approved the motion.

**Financial Report (Dick Asbell):**

- The monthly summary of the budget was presented. Of particular note was the \$6935 for snow removal for the last snowstorm. There was a question raised as to whether part of that charge was for plowing the private entry between Deep Cove Landing and Owens Road (the "construction entrance"). Dick Asbell will enquire if Grasshopper plowed this entrance and if so, whether the HOA was charged for it.
- A bill from Dave Deputy for the surveys of the Recreation Easement and The Trail easement was presented. There was a question raised as to whether the bill included a reduction since the survey did not include the eastern boundary of the easement. John will contact Dave Deputy.
- There is one outstanding dues payment for 2015.

**ACC Report (Michele Robinson):**

- No new activity has been recorded since the last meeting.

- Slides are being prepared for the annual meeting.

**Website Report (Dave Fedorchak):**

- The letter describing the use and maintenance of the “construction entrance” will be moved to a more prominent position on the HOA website.
- A motion to post on the HOA website a summary of the history of land composing The Meadows by Jim Buckley and presented at the HOA Special Meeting in September was made by Tracy Usry and seconded by Mark Bostjanick with the requirement that the document be amended to include the fact that Jim Buckley was the author and a date for the document. The motion was passed with 6 approving votes and 1 dissenting vote by Clark Ackerman (dissenting vote due to a difference in opinion as to the conclusions drawn based on the limited historical data presented). A revised copy is to be supplied by Jim Buckley.
- Questions were raised about the appearance of comments for users who aren't logged in. The comment section is only supposed to be viewable when users log in. Dave will check on this.

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

- Dick Asbell reported that he patched potholes on Granview and Monte Vista during a warm day this past week. Several positive comments were made. No other potholes were reported on neighborhood roads.
- The patching on the cul de sac on Harry Berry, Wineberry, and Crooked Creek seems to be holding up.
- It was suggested that instructions on how to patch potholes using the cold patching material be posted on the HOA website. It was noted that the instructions are on the bags. HOA members can be reimbursed for purchasing the material (e.g. at Lowes) used to fix potholes on neighborhood roads.
- There was a discussion about possible drainage issues at the intersection of Edwards and Panorama and along Crooked Creek. The first two will be added to a maintenance priority list. The issue of drainage at Edwards and Panorama must be a joint effort between the HOA and DRHT (Dahlgren Railroad Heritage Trail).
- There was a discussion of the placement of rip rap on the curves of Piney Green to deter cars and trucks from cutting the curves. Funds had been allocated earlier in the year and Jim Buckley indicated that he and other Piney Green neighbors will get to it soon.
- There was a discussion about replacing the culvert at the Recreation Easement. The ends of the culvert have been damaged and the ends are clogged which inhibits flow through the culvert. One argument is that traffic has damaged the ends and the culvert should be replaced to revert the culvert to its original condition. Another argument is that drainage is not a problem on that side of Dock Side Court and the culvert meets the requirement for a turn into the Recreational Easement. Some have

witnessed water flow over the culvert, but there is no apparent erosion. Tracy presented an estimate of \$412.42 to replace the 23.5 foot culvert.

- John Lundberg will draft a maintenance priority list for the next meeting.
- The installation of new stop sign posts is awaiting some warmer weather. Some of the stop signs that don't require replace the post will be replaced soon.
- There was a discussion of the snow plowing during the snow storm. There were positive comments about the lack of severe scraping of the roads. This was attributed to the fact that the snow was dry. There was a complaint that Tranquility Lane was not completely plowed. There was a complaint received via email from one homeowner that Island View Way was not completely plowed but could not be verified. There was another email complaint about homeowners pushing snow into the roadway when clearing their driveways.

#### **Covenants and Bylaws:**

- Tracy reported on his contact with King George County about updating references to lots and easements in the HOA documents to the most appropriate plats, particularly Lot 98A.
- Tracy made a motion to expend funds of no more than \$75 to pay county fees to correct the deeds of easements for Lot 98A and to update HOA documents. Michele Robinson seconded. The motion was passed unanimously.

#### **Common Areas:**

- Tracy Usry reported that he should have five bids for doing the wetlands survey along The Trail easement by Monday. He will prepare a spreadsheet for comparison and evaluation.
- Tracy reported that the Corps of Engineers and the State of Virginia do not charge a fee to review the survey, but King George County charges \$75. A question was raised as to whether there is any additional fee for obtaining permits or whether the review of the survey results in permits. Tracy will research this question.
- Tracy noted that terminology is very important. The term "cleaning" refers to cutting vegetation to ground level. The term "clearing" implies the movement, removal, or filling of soil.
- The proposed slides discussing the patrolling of neighborhood roads by the King George Sheriff's office was discussed. No changes were proposed.
- John Lundberg made a motion that the BOD formally recognize a committee of HOA members to advise the board on matters related to the Recreation Easement and its maintenance. The Recreation Easement Committee (REC) will consist of no more than five members, will arrange for the maintenance of the Recreation Easement, report to the BOD on its activities, make recommendations on improvements, and conduct meetings under the guidelines set forth by the BOD. The purpose of the motion is to formally establish the role and responsibilities of the REC. The initial membership of

the REC will consist of Patty Shippee, Elizabeth Buckley, Dave Fedorchak, and Patrick Bryant, and one other HOA member to be selected by the BOD. Dick Asbell seconded. The motion was passed with by a vote of 6 to 1 with the dissenting vote cast by Dale Breer who felt there should be a stand alone Common Areas Committee.

**Old Business:**

- Michele Robinson reported that 86 lot owners contacted Metrocast about providing internet service to the neighborhood. Metrocast contacted a handful of the 86 and decided it wasn't worth the effort of supplying services.

**New Business:**

Plans for the annual meeting on February 20 was discussed.

- Dick Asbell will supply slides for the Treasurer's report.
- Tracy Usry will supply information for the discussion of the wetlands survey.
- Michele Robinson will supply a laptop, projector, and lectern for the meeting.
- John Lundberg will provide a case of water, extension cords, and tickets for the drawing.
- Tracy Usry will handle the tickets at the meeting.
- Michele Robinson and one or two other members will handle the registration.
- Dick Asbell will supply the voting ballots.
- It was brought to the board's attention that a motion to change the 2014 minutes was approved. The 2014 minutes need to be properly updated and provided to the HOA for final approval.
- It was brought to the attention of the board that the minutes for the 2015 minutes need to be updated to include the presentations by Jim Buckley and Mike Higley.
- It was brought to the attention of the board that the minutes for the Special Meeting in September and the joint committee meeting in October were not posted on the HOA website. John Lundberg will work with Dave Fedorchak to make sure the HOA minutes are up to date and complete.

Tracy Usry made a motion to adjourn. Dick Asbell seconded. The motion was passed unanimously. The meeting adjourned at noon.

The time of the next BOD meeting will be decided at the end of the annual meeting after the election to fill the three board openings.

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.