



Twin Lakes Owners' Association

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540.423.3879

Board of Directors Meeting Minutes

May 21, 2020

(Approved 7/10/2020)

NOTICE: This meeting was held virtually using Zoom due to the corona-virus pandemic. A period of public comment was allowed beforehand by publishing and distributing the meeting agenda earlier in the week.

PRESENT VIA ZOOM: Patrick Moctezuma, Chad Denby, Sue Lance, Peggy Keens, James Hayslett, Jane Garton and Cathy McCallister from APMS. Francis Fiduk via phone.

CALL TO ORDER: 6:49

PUBLIC COMMENTS: no comments received. Email blast never distributed by APMS due to the APMS focal point not being available. Agenda was posted prominently on website.

APPROVAL OF APRIL 2020 MINUTES: Passed by e-mail on 4/26/20. No APMS email received.

FINANCE COMMITTEE:

Treasurer's Report:

Operating Account Balance:	\$31,607.75
Reserve Account Balance:	\$10,286.68
Petty Cash:	\$ 2,000.00

Annual Insurance payment was made.

VOTE TAKEN: Transfer \$5k to operating fund from reserve fund

Motion made by Sue, seconded by Peggy, unanimously approved.
Sue will take care of the transfer tomorrow (5/22/2020).

Points of discussion of current finances:

- Due to the Coronavirus and residual expenses from the lake restoration project, the annual budget plan from last year can't fully be used. Adjustments will be made at future Finance Committee meetings.

- We should use the reserve fund to augment operating fund for the near term. We will transfer money back as appropriate for the next 30 days. Some revenue will be coming in as expected and will be pushed to reserve as available.
- \$26K in expenses in coming up, \$31K available in Operating account leaving only \$5K going into July.
- Question: Did we receive \$33K bond back?
Answer from Patrick: No, and we should not expect that money yet. Patrick will contact Dan Ratzlaff of /when there is some chance of having him declare that the dam is stabilized.
- Question from Peggy: Any grant money yet? We should be getting money for the Table Top Exercise.
Answer from Patrick: Patrick will check with the dam engineer David Krisnitski. Nothing has been posted yet on the DCR website.
- Patrick asked if there was any objection to use the reserve fund of \$10K to use for the culvert project. The total culvert project will take \$88K, \$40K is needed for materials which need to be paid in advance. The Geranium Road culvert project is both expensive and urgent. Extremely severe storms do threaten the road's integrity. We will keep this as top funding priority beyond other mandatory expenses.
Response: That work had previously been approved by the board. The board is now trying to determine how to fund for it.
- We discussed the Financial Reports for April.
- Snow Plowing bill was sent directly to APMS and was paid by APMS. Vendor needs to provide the bill to Chad in the future so Chad can approve and then submit for payment.
- The accounting codes for roads are confusing. Chad will review and send his updates directly to Terry Weaver at APMS. For example, accounting code 6271.5 – what is this for? Chad will review and send to APMS.

APMS legal actions

APMS to review online filings, warrants in debt will be reviewed by APMS this week. Liens do not have to be renewed per Jane so APMS does not need to review any existing liens. If there is a lien then when the property is sold or refinanced then it will show up in the court documents and will need to be satisfied (paid) to be released. Per Jane, liens do not need to be reviewed. APMS will review since TLOA has been paying APMS to do this work.

AAB document requests

Alliance Bank: TLOA submits delinquency reports submitted every quarter. On Q1 we did well with 11.5% delinquency totaling under \$100,000 total in debt. A new person at Alliance is the point-of-contact and has now asked for documentation if the dam repair work had been done. Patrick provided the information requested for Dam #2.

ROADS COMMITTEE:

Recently completed projects

- We are 50% through the pothole repair work. Rain delayed the remaining work for a few days. We are working to repair about 15 areas. If possible we will try to do another round in the fall to hold the roads over until we can finally fund some real paving. The pothole work cost \$4975.
- We had Mundie Excavating fortify the failing Geranium culvert with gravel, as well as to cut away bent piping reducing water flow. We have to take any small step possible to keep this area protected until we can fund the complete repair. This work cost \$1500.
- The semi-annual roadside trash clearing and community culvert clearing has been completed. All completed by our contractor Michael, Four Seasons Landscaping.
- We have put some rip rap on a culvert outlet at the first big left curve on East Daffodil. This should keep this area stabilized for a while. We keep this material on-site and just needed our contractor to spread it.

Currently planned projects

- The remaining pothole repairs.
- Big Geranium culvert replacement by Mundie.
- Examination & assessment of degrading culvert on East Daffodil.

Future projects being considered

- Morning Glory Turn guard rail from previous repair work needs to be cleaned up for \$400 but can wait.
- We will be meeting with Sheriff's Office to determine location to install new speed limit signs hopefully this summer. This is still not a top priority project though.

LAKES AND DAMS COMMITTEE:

Lake Shenandoah riser tower project status

- Brock moved equipment onsite but too wet to use electrical equipment safely. Monday was a holiday so work will start Tuesday. It will take about 3-4 days, concrete to cure, and the put trash rack back on. Estimated to be 1-2 weeks. Trash rack to be cut off and riser lowered and then reattached vice cutting holes in the riser as originally discussed in January 2020. This is being done for legal reasons since the riser per David K. (engineer) the contractor deviated from the authorized plan for the height of the riser. The contractor is responsible for working within the authorized engineering plans/specifications.
- It was suggested that an indicator (called a storm gauge) be put on the riser to reflect the water level. Per David K (dam engineer) the storm gauge is not put on the riser at all. We (TLOA) can install a post as an indicator or something to show water level on the tower – called a storm

gauge. Patrick recommends that we put a post in the water when the riser work is completed to indicate the water level. We may need to consider putting storm gauges on all 3 lakes.

- Vendor of Brock is asking for payment since they contacted Terry at APMS. APMS was told not to pay any invoices relating to Brock until the work is completed.

Lake Skyline O&M certification

David Krisnitski (dam engineer) stated there was a conditional O&M online. TLOA paid for a full O&M certificate and submitted it. The conditional O&M is valid until Nov 2020. David will follow up on this. The engineer at DCR has retired and a replacement (temporary) engineer is filling in and both Patrick and David will look into this situation.

Fish restocking strategy

We have not found any sources of free fish. The HOA will need to buy them. Recommendations for fish are available from fish and game. The best time to restock is in the spring. We will need fund for this expense next year.

New type of bird on Lake 2 – Cormorant

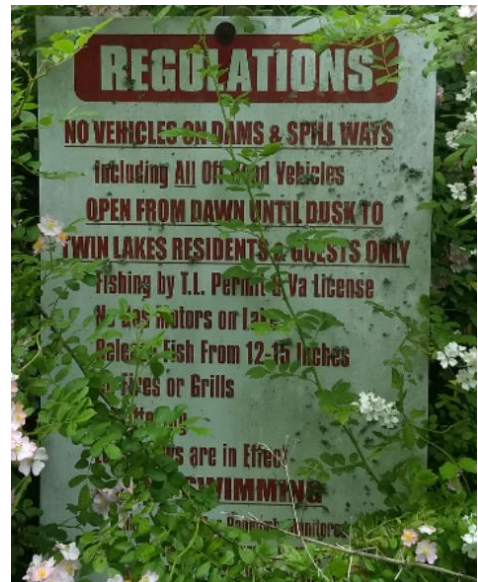
These birds will deplete small fish out of a lake or pond and there are currently 6 in Lake 2. Peggy contacted the Fish and Game office to determine if there is anything we can do. No reply yet. These birds are federally protected. If culled, need a permit from the state. Birds will eat 4-5 lbs. of fish each per day.

Lakes rules and signs

James provided picture of the sign which is overgrown. Price is unknown at this time due to the size and material (metal or wood) requested. There is a sign in the office, one in the trees at Lake 1, and one at entrance to Lake 3. Need to minimize the text and the sign do not need to be large. Signs need to be at the primary access points since it includes a statement there is no access after dark. Peggy will work with Chad for markup of new signs.

Signs should be located at:

1. West Daffodil boat launch area entrance
2. Morning Glory Turn going to Lake 3
3. Amicus Road common area
4. Gate at Dam #1



Other general topics discussed

- Grass on Dam 2 is doing well. There is a mat placed by Brock to help hold the seed. Patrick will check the status of the mat this week since rain is expected.
- Grass is growing out of control on the common area. Patrick recommends that the landscaper cut it as soon as possible. Landscaper just needs to stay away from the west of the dam. Chad will talk to the landscaper and ask him to trim up the area. The landscaper cannot mow if the area is too wet since he cannot get his equipment in the area in Dam 2. Landscaper says there is construction debris in the area and he cannot mow around it. Landscaper can mow east of the area, over the dam, and then back down since the grass is almost 3 feet tall. The Russian olive is starting to grow again and if we want it cut down it will be an added expense since it is not part of his normal contract.
- Common area rehab is on hold for this year. Hope is that it will be ready by spring so the area can be cleaned up and used for events.
- Lake 2 Cherry hill lot sold. Thought lot was unbuildable. Per Greene County can't build there since septic will be on the spillway. The board will need to monitor this location in the event the new owners try to build on the lot.

RULES COMMITTEE:

Violations report

- Rules committee members did the monthly inspection and most were unkempt properties, grass issues, and cars with no covers or tags.
- Jane would like more attention to grass on the roads from people mowing. She would like to see this included in the newsletter.

East Daffodil septic issue status

TLOA was informed that Thomas Jefferson Health District (in Greene County Health Department) has to complete their inspection, which is still pending. There are multiple issues: issues from health department septic issues and occupancy allowance from health department; and violations from Twin Lakes for septic running into the street, violations for unregistered cars, non-payment of dues, etc.

New violation letter(s) status

Patrick still has to review the letters.

Bylaws will be voted on in November at annual meeting

In the next couple of months if any changes to bylaws now is the time to review and propose changes to board prior to annual meeting. September is the deadline since we need to announce in the newsletter.

COMMUNICATIONS COMMITTEE:

Spring newsletter status

Newsletter is at the printer. Email blast has gone out. Physical newsletter should be mailed out in the next few days.

General topics

Greene county commissioner will be launching a new site with information about Greene county information and events.

Website report

- The site is being kept up to date. The last 30 days we got decent traffic with about 90 local visits and oddly 30 visitors in one day.
- The Newsletter is posted, all other documents linked to the website.

Web violations tracker beta testing

Still working with APMS on how to use the new portal system for property details which will affect how we will track our own violation data. The process is still being developed. APMS will clean up the new portal since it appears some extraneous documents were uploaded.

SPECIAL PROJECTS COMMITTEE:

Neighborhood Watch

Letter for Kenny Palmer was mailed to him that states he the neighborhood watch for TLOA and is allowed in the common areas after dark. He is authorized to notify the Greene County Sheriff Department and the TLOA to report on any suspicious activities and report them to the Sheriff's Department.

NEW BUSINESS:

General topics

- Good news - Delinquencies were down last month.
- Fee forgiveness program has been distributed. If anyone pays off the full amount of their debt before the end of July, TLOA will forgive late fees and legal fees. Homeowners have 90 days to pay off their debt. APMS must receive the full payment by end of July.

ADJOURNED: 9:10 PM