



# Twin Lakes Owners' Association

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## Board of Directors Meeting Minutes

September 24, 2020

Approved Version (10/14/2020)

**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 Paige Stough from APMS.

**CALL TO ORDER:** 7:03

**PUBLIC COMMENTS:** no comments received.

The nature of this year's Annual Membership Meeting was discussed: virtual or public in person and the process involved for both. It was decided to have a 100% virtual meeting on November 18, 2020. APMS was informed that they did not, therefore, need to secure a space for the meeting as usual. It was strongly encouraged by Patrick once again that the entire Board should collect signed proxies so that a quorum at the annual meeting could be ensured. We also decided that the election should include all current Board members, and be done as a single vote (assuming that the membership had no objection). Term length of two years would not change. Any new members coming aboard at any other time, would be Provisional Board members, and must be elected at the following annual membership meeting.

The fall newsletter will again provide proxies to members in good standing for voting at the annual membership meeting. In order to meet obligatory timelines, APMS will send out the meeting notice (how to request the link) and the proxy form rapidly, and the Fall Newsletter will follow separately, when ready.

**APPROVAL OF AUGUST 2020 MINUTES:** Approved by e-mail votes on September 14, 2020

## **COMMITTEES**

### **FINANCE:**

#### **Treasurer's Report:**

Operating Account Balance: \$11,431.69  
Reserve Account Balance: \$ 5,292.12  
Petty Cash: \$2,000.00

It was proposed that we extend the "fee forgiveness" program until 12/31/2020. Peggy made the motion, 2<sup>nd</sup> by Sue and approved by all. To date 20 members have taken advantage of this program for a total amount of debt paid off of over \$6,700.

**APMS:** Approximately 19 warrants-in-debt will be filed tomorrow in the Greene General District court. It was decided that no WID will be filed against anyone that is on a current payment plan however, if a debtor has fallen off the plan, then a new WID will be filed.

### **ROADS:**

There are no new recently completed projects.

Roadside brush trimming by the TL landscaper has been completed. However, there have been many reports of locations not mowed or trimmed adequately. Chad will be riding around to point out areas that need trimming or additional trimming. Patrick asked that the brush be trimmed way back just after entering E. Daffodil on the blind curve.

Currently planned project is the repair and replacement of culvert pipe at the big double culvert on Geranium Road, which is to begin on Monday, September 28, 2020. Paige is to send an eblast to all homeowner's that this portion of road will be closed to traffic for about a week. Chad will notify the school transportation department so they can make changes to their bus routes and Sargent Kevin Fried of the Greene County Sherriff's office so any emergency responders will also know about the road closure. The next repair will be on E. Daffodil to reinforce and fill a hole at the culvert near Goldenrod. Repair to W. Daffodil near Narcissus where there is trenching along the edge of the road. A date for these repairs have not been set yet.

### **LAKES AND DAMS COMMITTEE:**

Seeding has been completed by Four Seasons on dam #2.

Four Seasons is also scheduled to check and clean all dam riser tower racks once a month to keep any debris from collecting. He is also contracted to check the lower valves annually, to ensure proper functioning. This will be done in October. The valve will be opened for

approximately 3 hours to be able to measure the rate of loss in the water elevation to give us a base line for each lake.

APMS has provided Va DCR with the financial information for the grant disbursement. Only identifying the correct invoices to cover the grant amount (\$3,750) remains. Patrick is working with F&R to accomplish that.

#### **RULES COMMITTEE:**

Violations reports are still showing that the majority of violations are due to unkempt yards, uncovered or untagged vehicles and now we are sighting homes for mildew and growth of weeds/trees in the gutters.

There is still an ongoing issue of drain field runoff on to E. Daffodil from a property on Amicus Rd. We were sent a copy of the letter and finding issued by the local Health department agent. As reported by the health department, the septic has been pumped out and there is a verbal contract with someone to have a new drain field installed. We just do not know when that will take place. We were also informed that the wash noticed running down to the road is from a drainpipe for wash water not septic waste. Once the drain field is replaced, this pipe is to be properly connected to the septic system.

Our new violation process has been changed now to only one letter with 30 days to respond or remediate the violation. After that, the fees will start pertaining to that violation whether it be a onetime violation fee of \$50 or \$10/day depending on the type.

#### **COMMUNICATIONS COMMITTEE:**

The summer newsletter is complete and has been sent to APMS for printing and mailing. Deadline for the fall newsletter has been set for October 9, 2020.

#### **WEBSITE:**

We have decided that it would be a good idea to add a FAQ page to the website. There have been 44 views to the website this month.

#### **SPECIAL PROJECTS COMMITTEE:**

Nothing new at this time.

#### **NEW BUSINESS:**

No new business

**ADJOURNED: 9:11 PM**