



Twin Lakes Owners' Association

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Board of Directors Meeting Minutes

August 15, 2019

v.3

PRESENT: Patrick Moctezuma, Chad Denby, Sue Lance, Peggy Keens, James Hayslett, Frank Fiduk, Melanie Morris and Paige Stough.

Melanie Morris took minutes in behalf of the Secretary, who was absent.

CALL TO ORDER: 7:04 pm

APPROVAL OF July 18, 2019 MINUTES: Motion to approve by Frank, seconded by James and unanimously approved by all.

FINANCE COMMITTEE:

TREASURER'S REPORT:

OPERATING: \$ 34,481.37

RESERVE: \$ 244,167.85

SunTrust account closed

Petty cash account opened with Alliance Bank for \$1800; \$325.14 given to Terry to deposit into petty cash. Sue will transfer \$200 to the new account to maintain the balance as agreed, to be reconciled monthly.

\$16,000 to be transferred from operating account and placed in the reserve account for August and September.

Financials: the standard reporting works fine for us now- it will take proper assignment of accounting codes, by the Board and APMS, to improve reporting for next year.

Legal: APSM reports that 12 satisfactions were filed due to payment by one owner.

The 2020 budget which has been previously approved, will be distributed to Alliance Bank and APMS but will not be published until the fall newsletter, as no Board member requested any further modification to it.

The construction line will be converting to a permanent loan this week at 6.75% interest rate for 10 years. On 9/17/19 the auto debit from the Operating account will begin.

Patrick requested from Paige the late letters and precise fee structure for the first 90 days of account enforcement- as AAB is now monitoring the 60- day delinquency more closely due to our failure to meet their required metric. Patrick will review current procedures to see what can be improved. Paige revealed that they were still using the original fee structure, not the newer one approved in the Fall of 2018.

ROADS COMMITTEE:

Status of ongoing projects:

- Guard rail replacement on Morning Glory Road/Turn – Met with Makco and awaiting their quote to replace this. Expecting quotes for wooden alternatives from 2 companies soon.
- Pothole repairs – We have 15 to repair. We have the proposal in hand and repairs will begin in late August.
- Stop sign on Zinnia is bent back up but still damaged. Should be replaced in late August.
- E. Daffodil lot culvert – we will soon have 2 quotes. The homeowner will reimburse TLOA to have the culvert cleared.
- Bus stops: Right now the minimal plan is to place “bus stop ahead” signs near the stops. Approximate cost will be \$300 per sign including installation, and we will need at least 2 signs per stop. We are also considering painting words on roads. We hope to get list of big stops from School system to help determine final cost. We cannot mark private property off for parking, so we are limited in terms of what we can do.
- Carnation culvert will cost approximately \$42K. The rip rap has mostly washed away. We are trying to get it fixed this year if the budget allows. We are also awaiting a second bid for this work since we have to wait a bit longer for funding anyhow.

LAKES AND DAMS COMMITTEE:

Lake 1 status:

Gate post repair parts have been purchased and work should begin in 2 weeks.

Lake 2 project status:

- The contract with Viola Engineering has been terminated. Unpaid invoices remain (the final one requires modification), and it is doubtful that we will receive the Summary Letter of their oversight that we require, until we pay them.
- the new company, F&R Engineering, is replacing Viola and they are testing samples for the clay core- the dam repair is on hold until we get the results. New services and testing contract was approved by e-mail vote by the Board prior to the meeting.

Lakebed remediation project:

- Section A has been completed
- Section B has begun with a 9/15/2019 deadline. This contract was approved for \$93K by the board with Brock Construction, also by email vote prior to the meeting.
- Lakeside owners letter status: 2 additional volunteers came forward to allow their lots to be used for entrance into the lake for work on lakebed. All correspondence regarding the repairs are to be directed to Patrick Moctezuma, Project Manager.

Lake 3 project status:

- A proposal by F&R was approved for \$1,700 by e-mail vote by the Board prior to them meeting, for the engineering inspection of Dam #3 and completion and submission of the

O&M certification to Virginia. The inspection has been completed, but the certification application has not yet been received from F&R. Deadline is the end of November.

- lock and chain to be installed on leveling device. A recommendation was made to keep a boat on hand for this.
- gate installation has begun.

EAP's and TableTop exercises: Peggy recommended that the Board accept F&R proposal to both update all EPA's and run the tabletop exercise (for all three dams), for \$5,000. Frank offered to review an EAP over the weekend and report to the Board if he could handle the tasks. A deadline of Wednesday was set (8/21/2019), after which – if Frank did not take on the tasks – Patrick would call for a Board vote on the F&R proposal.

RULES & BYLAWS COMMITTEE:

Inspection was done today and report will be sent to Chad to put on the violation report and send to APMS. No new outstanding cases requiring board input.

Discussion of having inspections in evenings due to limited number of Board members unavailable during the day.

Unkempt property needs details and photos if possible. It was agreed, that "unkempt" was one of those vague terms that should require at least two Board members to agree that a violation has occurred.

Discussion of pending a change of current rule of no burning on property to allow for burning of organic matter (debris, leaves, etc.).

COMMUNICATIONS COMMITTEE:

Summer newsletter has been mailed.

Website views are 73 views from Greene and 48 views from Charlottesville. Site is continuing to be updated.

Web violations tracker beta testing: not up and running yet.

ADJOURNED: 9:13 PM