

**Bay Quarter Shores Association
Monthly Meeting Minutes
April 14, 2007**

Meeting was called to order at 9:05 A.M., Fraser Getgood presiding for John Collier.

Board members present: Ruth Franck, Jennifer Troy-Black, Frank Stewart, Gary Morris, Stan Johnson and Mike Silagyi. Others present: Richard Lee, Robert and Ada Michael, James and Jean Ince, Theresa French, and Curtis Black.

Meeting minutes from March 10, 2007, were approved by a unanimous vote with three spelling corrections.

Jennifer Troy-Black - Treasurer

Treasurer's report was approved by a unanimous vote. Current assets: \$235,923.13. Bay Accountants has started to use the new chart of account codes Jennifer presented at the March meeting. Ms. Troy-Black will meet with the accountants to make adjustments to some of the amounts recorded in the current statement of activity.

Old Business

Mike Silagyi - Vice President for Administration

Clubhouse

The clubhouse was used for one senior pot luck dinner, one birthday party, and one church service. No problems were reported with the sinks or toilets.

Campground

Rob Morris placed a trailer in the campground while his carriage house located on Hampton Place is under construction. He is aware of the new Rules and Regulations for managing the campground that go into effect on September 1, 2007. Two more BQS members expressed an interest in using the campground during the 2007 season. They were informed of the new Rules and Regulations.

Septic System

Received two soil evaluation reports from John Hollowell the Authorize On-Site Soil Evaluator on March 23, 2007.

Frank and I met with Don James from AES Consulting Engineers on Wednesday, March 28, 2007, regarding the BQS clubhouse septic system.

This project is considered a repair of an existing septic system. However, throughout this discussion I will use the term “new” to refer to the system that will repair the existing system.

It was decided that the drain field for the septic system will be placed where the small stand of trees is located in the boat ramp parking lot. This was designated Area #1. This location has the best soil drainage. The drainage ditch that runs along Bay Quarter Drive in front of the parking lot is actually an asset because it will help to more quickly drain away ground water in heavy moisture conditions. If any water from the drain field leaches into the drainage ditch it will be clean, treated water. Water from the drain field should not cause damage to the boat ramp driveway.

It was decided that only one design will be prepared because the proposal for preparing one design was \$3,300. The post installation inspection fee is \$500. These fees do not include permits from the health district. The engineer estimates the cost for the new system to be between \$25,000 and \$30,000.

The design proposal was signed March 31, 2007. It will take two to three weeks to prepare the design. When BQS is satisfied with the design then it must be submitted to the Three Rivers Health District for review and approval. This can take up to three weeks. When approval is received from the health district we have to obtain installation proposals from at least two contractors. This will take another month. With this kind of timeline, we are already into June.

The new system will be a Puroflo system and most likely will consist of one or two holding tanks, and a pump tank located in the lawn area. A line will run across the lawn and parking lot to the drain field. This line will have a “check valve” installed so that effluent from the drain field cannot flow back into the pump tank and holding tank(s). The drain field will be a mound of peat. A timer will be used to control the amount of effluent that is pumped to the drain field. This is known as “flow equalization”. Prior to a large event like the Semiannual Meeting and July 4th celebration, BQS should have the tanks drained. The tanks will then fill up and effluent pumped to the drain field using the timer. This will reduce the possibility of saturating the drain field.

Most of the trees in the boat ramp parking lot will have to be removed. The drain field mound area will have to be fenced in to protect the mound from foot traffic and vehicle traffic. The parking lot for tow vehicles and boat trailers will have to be relocated to the east end of the large parking area.

Proposed septic area #2, the clubhouse lawn, was not selected because it is a clay bowl full of water. If we were to place a drain field in this area, water would simply percolate out into the lawn and we would have standing water on the ground surface. This is the condition that currently exists and the problem of standing water is not resolved.

Mike requested authorization to spend up to \$40,000 for the septic repair project. With this preauthorization BQS does not have to wait between board meetings to proceed with obtaining permits and signing contracts. The board voted unanimously to approve the \$40,000 appropriation.

Swimming Pool

Talked with Gayle Davenport on March 11, 2007 and she agreed to manage the pool for Bay Quarter Shores for the 2007 swimming season. The three young ladies who worked with Ms. Davenport last year are also returning.

Next Meeting

Mike reminded all of those present that the May 12, 2007, board meeting will start at 8:00 AM and not 9:00 AM.

Ruth Frank - BOD Member-At-Large

No report

Fraser Getgood - Building Control

A request was approved to place a shed on the lot at 182 Colorado Drive.

Waiting for the building application permit from the owners of lot A-140. A stilt house waiver for lot A-140 was approved by the board at the March meeting.

Waiting over six weeks for a building application permit from the owners of lot D-029.

A waiver was requested by the owners of lot A-096 for a stoop that will encroach into the front setback. Also these same owners have a septic easement for lot A-106. Lot A-096 is too small to accommodate a house and drain field. The drain field for lot A-096 will be located across the street on lot A-106. Do not understand how they will install the line under Circle Drive.

Mike Silagy - the issues with lots A-096 and A-106 were discussed at the March 10, 2007, meeting. Northumberland Enterprises, the owners/developers of lots A-096 and A-106, has obtained approval from the Virginia Department of Transportation to install a septic line under Circle Drive from lot A-096 to lot A-106. Septic easements are approved all of the time by the health district. This is a situation of buyer beware. The board approved the waiver for the stoop of the house on lot A-096 to encroach into the front setback. However, the board also asked Northumberland Enterprises to poll the neighbors that are in view of the lot A-096 construction site regarding the stoop setback.

Fraser has been asked if metal carports can be erected on BQS lots.

Frank Stewart - in the past all requests for metal carports have been denied even though the BQS Covenants do not restrict metal carports. The premise being that the metal carports do not conform to the house structure and construction materials.

Mr. Getgood will deny any requests he may receive for metal carports based on past history. However, this is a situation where the Covenants need to be updated to specifically prohibit or allow metal carports.

Gary Morris - BOD Member-At-Large

No report

Frank Stewart - Vice President for Maintenance

The water has been turned on in the campground.

The showers and one commode have been replaced in the campground bathhouse.

The boat piers have been coated with a water sealer.

BQS received a request to install bait cleaning stations at the three fishing ramps. The bait cleaning stations were installed so we can keep the new fishing benches clean.

I would like to have an executive session after the regular session regarding a complaint that has been received by the board.

Stan Johnson - Compliance

Mr. Johnson read his write up for the April 2007 edition of the Newsletter regarding the 4" by 6" white oval BQS vehicle stickers he proposed at the March meeting. He will call Frances Fearce, the former Compliance Committee chairwoman, about obtaining the BQS identification stickers for boats and trailers.

There was some discussion about perhaps purchasing magnets rather than using stickers.

Member Time

Theresa French

Mrs. French asked who is responsible for cleaning up tree debris. The tree contractor for the electric company simply dropped trees at Presley Creek Drive and Key Drive for the electric right-of-way. Frank Stewart responded that the contractor cleaned up the small debris with a shredder but is not required to remove the large debris. It is the responsibility of the property owner to clear the large debris.

Mrs. French asked about the landscaping design that was presented for the clubhouse. She was instructed to contact Mrs. Bush or Mrs. Roberts of the Gardens Committee.

Mrs. French was instructed to send comments regarding the proposed vehicle stickers to Stan Johnson via regular mail since she does not have Internet access.

Mrs. French requested that the pool attendants be more attentive to their duties regarding enforcement of running on the pool deck and jumping into the pool.

Mrs. French wanted to know if digital or hardcopy photos could be submitted for inclusion in the Newsletter and she was told that either format was acceptable. She was then told that the Newsletter comes out three times a year.

James and Jean Ince

The board members need to submit their input for the April 2007 issue of the BQS Newsletter by Monday, April 16, 2007.

The next meeting will take place May 12, 2007, at 8:00 A.M.

The meeting adjourned at 9:50 A.M.

Public Disclosure of Executive Session

Called to order at 9:55 A.M. by Fraser Getgood, presiding for John Collier.

Frank Stewart - the board has received a complaint regarding unlicensed vehicles, heavy equipment and a lot overgrown with vegetation.

During the discussion, several other BQS properties were identified that contained improperly licensed vehicles and/or overgrown with vegetation.

The Covenants, By-Laws, and Rules and Regulations do not address the issue of unlicensed vehicles. Section 12 of the Covenants states that members will keep their lots neat and tidy, and

not allow debris to accumulate. There is nothing in the Covenants regarding enforcement. This is another situation where the Covenants, By-Laws, and Rules and Regulations need to be updated to be made enforceable.

A letter will be sent by the board to all violators citing Section 12 of the Covenants and requesting that they clean up and maintain their lots. If the violators need help resolving the situation they will be instructed to contact the board.

An article will be prepared for the April 2007 edition of the BQS Newsletter asking members to be more vigilant about maintaining their property in a neat and orderly manner.

The executive session was adjourned at 10:05 AM.