

## River Ridge Board of Directors Meeting November 14, 2020

Board Members Present: Terry L. Milligan, President (Boating and Fishing)  
Kevin Jetter, Vice President (Golf Course)  
Connie Suddueth, Treasurer (Architecture)  
Anne Singleton, Secretary (Communications, Entertainment)  
Drea Butler (Beautification)  
Paul Harvey (Maintenance)

Absent Board Member: Robert Frazier (Pool, Security) - Unexcused absence

Sergeant at Arms: Absent

The meeting was called to order and opened with a prayer at 10:00 a.m. by President Terry L. Milligan at the Kountry Kitchen. Everyone stood for the Pledge of Allegiance to our flag and was reminded to practice social distancing. Available seat positions were marked with blue tape.

Secretary (Anne Singleton): October 14, 2020 minutes were reviewed. Anne made a motion to accept as presented, 2nd by Kevin Jetter, no discussion, motion carried.

Architectural (Connie Suddueth): 3 new mobile home permits have been issued. We average about 2 building apps per week.

Treasurer (Connie Suddueth): Connie Suddueth presented the treasurer's report (attached).

Cash as of October 31, 2020

Operating Account: \$193,150

Money Market: \$755,585

Reserves: \$456,705

Total Receivables Due: \$107,258 (\$60,186.93 over 90 days due). The office is working on collection of the past-due accounts.

Beautification (Drea Butler): 19 tickets and 7 warning tickets were written. I am very proud of those Property Owners who have cleaned up their lots. Beautification would like to have a Christmas decoration contest for Property Owner yards...with prizes for most traditional, tackiest, etc. Details to follow.

Boating and Fishing (Terry L. Milligan): Rotten boards at boat launch and Groundhog steps have been replaced. New LED security lights have been purchased and installed at Groundhog. We are endeavoring to improve the slips. In time, we hope to have power available to charge your batteries. As you know, the slip lease beginning Jan 1 will be \$300. Slip contracts are Jan 1-Dec 31. There is a 15-day grace period. If slip dues are not paid by January 15, the Property Owner will lose the slip January 16.

Entertainment (Anne Singleton): Property Owners want to add some lines to the tennis court for Pickleball (approved). The December bonfire will probably be canceled because of new Covid restrictions. The President reminded everyone that as of tomorrow, there is a 25-person restriction at any outside or inside gathering. The newsletter went out in the water bill and it is on Grapevinenow.

Golf (Kevin Jetter): The weather is cooperating and the course is well attended. Still working on clearing out trees on No. 1. I have a quote for \$1,000 to fell 10 trees. It was originally a \$6000 job, but now we have volunteers to help clear the wood once it's down. The President asked what the stacked pallets of wood are for. It was for the bonfire, but it looks like now we won't have one. Hopefully eventually we can have a "Covid's Over" bonfire.

Maintenance (Paul Harvey):

Bathhouses: All the heating units have been installed in the bathhouses.

Pool: Doors at the pool have been sanded, primed and ready for paint. We will put new doors on the laundry room at the pool.

Kangaroo: We installed a new roof and exhaust blowers on Kangaroo bathhouse. Shingles (35-year) were the best option for the roof at Kangaroo and not metal because the roof is so small with so many penetrations.

Hare: The old meter pedestals in Hare will be pulled this week.

Wastewater Treatment: SAEDACCO, who is handling our test wells for water sampling and wastewater is in contact with the geologist and they may redrill the last test hole that failed. The President asked if Paul spoke to SAEDACCO about the warning letters we got. Yes, and to the best of our knowledge we are now in good shape. I am working with Mike and Steve to develop a tool and spare parts list to set up for wastewater. We had a piece of equipment down for almost a week and we need tools and spare parts down there, on hand, when things break down. Mike is developing some preventive maintenance procedures to implement down there. It is imperative to understand we must keep our wastewater processes up to date.

Maintenance Equipment: Steve Crossman is assisting in an equipment review and I have a list of all the equipment we use in maintenance. The mini excavator is up and running and scheduled for maintenance this month. The John Deere tractor, as we discussed at the prior meeting, is not working. We had a technician come in from James River and he did an evaluation on the tractor and the backhoe and his estimate to make the necessary repairs to the John Deere is about \$13,500. I looked into using it as a trade-in, but the trade-in value is minimal because of the repairs needed. My recommendation is to repair the John Deere and discuss the costs for it at the budget meeting. (The President asks him to bring this up in New Business).

-Anne Singleton has witnessed the speed at which many golf carts come around the circle in Kangaroo and it is dangerous. She would like to see two speed bumps installed. Paul agrees and asks her to submit a formal work order. He also brings up the need for speed bumps in Moose.

Security (Kevin Jetter): Security is going well and handling things as best we can with the volunteers we have. We all need to be more familiar with the roads and where they are located. Speeding on golfcarts is still a big problem; but not just for security, Property Owners need to be more assertive in asking people to be safe and slow down. We are still looking for 911 and other volunteers. I am working on giving each security volunteer a T-shirt, safety vest, flashlight and possibly a small fire extinguisher for their golf cart as well.

Pool (Kevin Jetter): The pool is closed.

OLD BUSINESS:

Drea Butler: I have been unsuccessful in finding a company to agree to come in and clean lots when the Property Owner refuses to comply with the Blue Rules. Connie thought she knew someone, but they are unavailable. A contractor will come in soon to give us an estimate on building a laundromat. I called

Automatic Laundry who services our current units, and they will give us an idea on costs of leasing versus buying equipment. Anne replied that leasing would be more cost effective in the long run and consider a prefab kit where you do the foundation and set the unit down. Drea will do more research and commercial size washers and dryers will be considered.

Kevin Jetter: We are still looking for a used firetruck or water truck. A Property Owner emailed me a picture of a golfcart fire truck which looks pretty cool, but I need to get with the chair.

*OPEN DISCUSSION: A golfcart truck can't hold much of a water capacity. As long as we get started putting out the fire, the Fire Dept will be here shortly. Have you contacted volunteer fire departments who have trucks for sale? Yes, and they are a hundred grand. Prince George has one that is not that much. If anyone has ideas, please leave it for Kevin at the office. A Property Owner will leave him the info and a pic.*

Paul Harvey: I would like to make a motion that we spend Not-to-Exceed \$15,000 and get our John Deere tractor repaired. It's a safety issue. We can't afford a new one, but we need this tractor. Second by Kevin Jetter. No discussion. Motion carried.

Kevin Jetter: As of last month, we have paid off our golfcarts. The golf course has \$5,100 in the budget. We have 2 golfcarts with beds in the back but they cannot keep up with the daily rigors of course work. We have basically pieced the two of them together to get one that will work. I have a quote from James River and make a motion to purchase and finance a new John Deere gator from James River NTE \$7,500, 2nd by Anne, some discussion, motion passed.

-We are still researching the possibility of installing gas pumps and a lunch counter. We have a Property Owner who knows about this sort of thing as far as input on location and installation and expect that he will begin an assessment very shortly.

Terry L. Milligan: The BOD is working on updating the Employee Handbook. Connie is in charge of this and working closely with the office staff. Things like PTO and sick time need to be clarified. If anyone has suggestions, please let her know in writing.

-Paul is there any decision on the septic tank in Groundhog? Yes, there is a meeting Tuesday at 10 a.m. at the maintenance shop to meet with you and Alan and go over this.

-Placement of visible Lot numbers and 911 numbers on Property is of constant concern. Even unimproved lots, need to be easily identified. Some Property Owners don't even know their own location information when they call 911. Maybe Beautification can put special emphasis on this issue. The BOD may even take a day and each take a village and go around and note who is noncompliant. This is a major safety issue. It is also very frustrating that many Golfcarts do not have numbers correctly displayed.

-Connie will you give an update on our mailbox situation? Connie states the Bracey post office is comparing our list to theirs. There are 25 boxes on the list that the post office says are vacant. I also say they are vacant, but I want to confirm one more time. There are 9 that remain 'iffy,' in my audit. These box owners have not come forward. The postmaster will have to tell us whether mail is being delivered to those boxes so we can update the status of those boxes. A new list will be available from the post office January 2 then our attorney will draft a letter to homeowners who may be issued one of these vacant boxes, that if the previous owner makes a claim, the new box owner will have to forfeit the box. Once this is cleared up, we may be able to get 3 new clusters. There are 41 people on the waiting list for a mailbox.

Connie Suddueth: An inventory of the storage yard has been done and we have contacted people who have items down there. Last month the office invoiced owners a total of \$825. Property Owners who use this service will be billed automatically (monthly) which will help those who 'forget to pay.' There are probably 3 trailers down there that I cannot identify. I have requested Robert's help to make sure I'm not overlooking something. The updated contracts were sent to the Property Owners, which they need to sign and return. It states if you are more than 30 days late in paying your storage fee, RR will move your item outside of the gate. There is also a form to fill out when owners remove their property permanently. At the request of Property Owners, we are looking at prices for a new chain-link fence and gravel. We estimate enough space for 30 trailers/boats. Robert has been in contact with some fence people.

-Anne how is it coming with your request for volunteers for a 5-year planning committee? Anne Singleton: I have had about 7-8 responses, not enough for 2 people for each village yet.

-Regarding smoking in a building in River Ridge: This has been discussed many, many times. I make a motion to change the Blue Rules to be NO SMOKING in any River Ridge building, 2<sup>nd</sup> by Paul, some discussion, motion passed.

#### NEW BUSINESS:

Paul Harvey: I asked Anne to put it on Facebook that we are looking for a volunteer (particularly engineers) for a planning committee to address several issues. The time has come to move forward with repairs. I was fortunate enough to get Tony McLean, who has experience in these matters and Michelle Delaire, who is a civil engineer. Last Saturday we spent about 3-1/2 hours reviewing 2 serious matters. She has come up with some great ideas and recommendations and we are in the process of developing a long-term plan.

-We are looking for a new employee to clean bathhouses. It is a 40-hour a week position. The current employee just handed in her keys and radio and quit. If anyone is interested, please fill out an application and submit it to the office. Anne will post this position on FB.

-Regarding the maintenance 'boneyard', it is disorganized and needs to be cleaned up. I have spoken with Connie and Kevin and some time in the future, we are going to have an equipment auction to get rid of things we don't need and get them off the books.

Drea Butler: I was asked by a Property Owner about a monthly 'auction.' Property Owners would donate stuff to be auctioned off.

*OPEN DISCUSSION: It would be fun for the Property Owners. When and where would you have it? Maybe Sunday mornings. We used to have them on Saturday afternoons. Where would you have it? Clubhouse is generally booked Thursday, Friday and Saturday nights. We will look into this after Covid restrictions are lifted.*

Terry L. Milligan: We need to update changes that have been made to the Blue Rules through Board Meetings. These changes are currently listed on a sheet that is attached to the back of the Blue Rules. We would like to incorporate the items on the sheet into the actual Blue Rules Sections and run new copies. I make a motion to incorporate the changes made by the board and change the format of the current Blue Rules for easy readability; 2<sup>nd</sup> by Paul, no discussion, motion passed.

-Regarding our annual Thanksgiving lunch hosted by Property Owners, I have been in contact with the Health Department and the requirements they demand for Covid-compliance are 2 pages long. Also, I was informed we are supposed to get a county permit for gatherings such as these (which none of us were aware of).

*OPEN DISCUSSION: Anne and Kevin discussed maybe bumping it to the Saturday before Easter; hopefully Covid restrictions will be lessened by then. Many people have canceled Thanksgiving gatherings. I make a motion we remove the Governor of Virginia (laughter). Why do we need a permit if it is a Property Owner renting the clubhouse and serving food? The BOD will look into this for future events, but right now Covid has us restricted for almost any event.*

-The BOD has been questioned by several Property Owners who have 2 lots (or more) and 2 meters (either married-lots or not and either side by side or not) that if the Property Owner wants one (or more) of his meter boxes turned off due to disuse, they shouldn't have to pay the \$5 monthly maintenance fee. The question is, should the owner be required to pay a \$50 reconnection fee at some point in the future if they ever decide to reconnect? Yes, seems reasonable. (The current fee to reconnect meter service for nonpayment of utilities is \$50).

Connie made a motion that if a Property Owner requests his water or electricity be turned off and locked at the meter, if they come back and ask for it to be turned back on there will be a \$50 reconnection fee, 2<sup>nd</sup> by Paul, some discussion was made, motion passed.

ROUND ROBIN:

Traci Johnson 164F:

-Is it possible to get an easier, more handicap accessible route to the fishing pier at Groundhog? We have many elderly and handicapped who enjoy fishing yet cannot physically make it down there. Maybe, possibly a new fishing pier at Sunset Beach?

*OPEN DISCUSSION: Boating and Fishing will investigate both options. It would be easier done at Groundhog because we won't have to obtain permission from Dominion.*

-Many of us who play cornhole would like to know if we raise all the money by having cornhole tournaments (50% to the winners/50% to an account) to be able to erect a building over top of the basketball court by The Pits that we can use for cornhole when it's raining or cold. Just a basic building with a raised ceiling, lights and electricity. Maybe like a greenhouse. I know there are COVID-19 restrictions right now, but is this something we could work towards? I've bought new boards, new score keepers and new bags. We can sell chips and drinks and the proceeds can go to River Ridge. Any extra money can go to the park and to fix up things like the Yeti Club is doing.

*OPEN DISCUSSION: This type of thing is what has kept the Moose Lodge open. Yes, that is true, but they are also being investigated and may be shut down. As of Sunday, new mandates are coming into effect. For those of you who are playing cornhole now, if the Health Department ever comes by here to do a compliance check, individuals can be cited and fined and River Ridge can be cited and fined. Anne suggests Traci get some specs together to get a better idea of size and height and there may be Parks and Rec grant funding available to help upgrade facilities to be handicap accessible. Traci would welcome any help with grant applications. She is seeking input from Property Owners who know construction. The BOD will discuss.*

-Thank you to those who made it possible for us to start getting dirt put down. My mama is happy right now with you guys. (The President thanked her for positive input).

Daryl Graves 60, 61, 62G: Everybody knows I built a fence. The rule is you can build a fence on the property line. (Connie corrected: No, it must be 6" off the line). When I put that fence up, I put up a stake 12" from the meter box on 60 and somehow it got moved by Alan Rhodes or somebody in that crew (another person might have done it too). They moved the stakes on my property. I had Kevin Jetter come over and look at it and he said it was wrong. (Kevin Jetter: I didn't say it was wrong, I just looked at it and listened to what you told me, I am not a surveyor). When I got ready to put my fence up, the stakes got moved 6 feet. The previous owner also said the stakes got moved. I shouldn't have to have it surveyed because the meter boxes are on the property line. (No, not always). (The President asked what Daryl would like for the BOD to do? Did any board members move your stake?) No, it wasn't any board member, but I know when it happened. (Connie clarified...when you came out with your building permit app, and you showed me where you wanted to put your fence, I said stay 6" off where you want to put it and you put your fence up and then had your lot surveyed). I know, I should have had it done first. My understanding the property line is between the meters and I told Alan that. It got moved. (Connie asked if the surveyor put new stakes up for you?) Yes, all my lots were surveyed and it cost me \$330. (The President asked 'what do you want the Board to do about it?') I don't want the board to do nothing, I just want you to know about it and someone moved my damn stakes. (The President said now we know and it's in the minutes. If you want to give us a list of the people who were standing there we will ask them if they moved your stakes. We are trying to give you something here). I don't know who did, I can't prove who did it, I got an idea, but it got moved and I'm pissed off about it.

Justin Linke M110-M111: I have presented this complaint many times to different Boards. I put in a work order for a culvert pipe behind Moose bathhouse. (The President asked "The pipe has not been put in?") No, it has not. RR dug a ditch around Moose bathhouse because other Moose Property Owners have put in great ditches and all their water comes down my driveway. Alan Rhodes said it's not a road...that's fine, put up a fence and cut a ditch, I don't care. I just need the water to stop coming down my driveway. I currently have deep ruts.

*OPEN DISCUSSION (The President told Paul that he discussed it with Alan and Alan was going to put in a culvert because the road is tilted and it pools at the dump station). I also would like to request a speed bump be put in to slow traffic. (The President apologized to Justin because he talked about this with Maintenance months ago and believed it was handled). (Paul addressed Mr. Linke: I asked maintenance to put in a culvert across to that ditch so this wouldn't happen and I was given the same story Justin was given. If there is a work order out there, I will find it and address these issues. Everyone needs to keep in mind, until the bathhouses are done every issue (except safety issues) take second place. I will juggle manpower to cover this). (The President reminded the attendees there is a December 31 deadline to maintain our bathhouses 'to standard' every year or we will not get our Campground Permit and Paul is striving to get this done as a priority).*

Grayson Martin 112-113M (Security): I already addressed the 2 speed bumps over there because of the traffic problem. Going the wrong way is also a problem and I put up 'Wrong way - Do Not Enter' signs. I will start writing tickets. The President asked Grayson if he coordinated with maintenance before he put up the signs?" Yes.

-Regarding 911 and lot numbers, I don't think anyone has been writing tickets. I have 67 in my book right now that do not have both, or none at all. Also, the speeders are a problem.

*OPEN DISCUSSION: The President said he could guarantee tickets have been written. In his opinion this is a safety issue and security should write tickets for this. Connie said all Board*

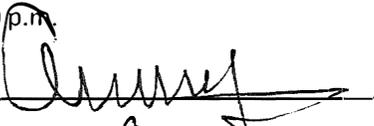
*Members can write tickets. Kevin said write the tickets, it might save a life one day. He also suggested giving him a list of the offenders and he will go talk to them. The combination of speeding and going the wrong way is extremely dangerous.*

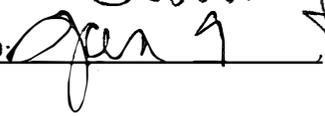
Jim Crotts L30-31: I've raised this question several times. How come we don't have a fire truck or a water truck? The President stated we discussed this earlier in this very meeting and Kevin is looking for used fire trucks or water trucks. If anyone knows of any for sale, please see Kevin.

-Escape routes are needed. (This was discussed at the previous board meeting). Anne asked about the melted siding on the houses around Gary's camper and when will they get fixed; how long do we give them? Drea answered they have been warned and ticketed for multiple issues, multiple times and they refuse to comply. They were sent warnings, then tickets and now a letter. They are past their 90-days at \$10 a day ticket.

Terry L. Milligan: Anyone else for Round Robin? If there is nothing further, this meeting is adjourned. We will see you back in January. There is no December board meeting.

Meeting adjourned at 11:30 p.m.

Respectfully submitted by:  Secretary

Accepted by the BOD:  2021

#### SUMMARY OF MOTIONS AND DECLARATIONS

Passed: To spend Not-to-Exceed \$15,000 on repairs to our John Deere tractor.

Passed: To purchase/finance a new John Deere gator from James River Not-to-Exceed \$7,500.

Passed: Effective immediately there is No Smoking in any River Ridge building.

Passed: If a Property Owner requests his water or electricity be turned off and locked at the meter (to save the monthly maintenance fee), they will be required to pay a \$50 reconnection fee if they ask for it to be turned on again in the future.

Blue Rule Changes: Previous, board-approved changes to Blue Rules will be incorporated, new copies printed and made available in the office.