

Mallard Bay Property Owners Association
Minutes
Meeting of Board of Directors
Monday, June 3, 2024

Note: Attachments to this report are available to all MBPOA property owners from the Secretary, MBPOA Board of Directors

The meeting was called to order in the Mallard Bay Clubhouse by MBPOA President Carol Bracker at 6:30 p.m.

Board Members present:

Carol Bracker, President
Jeanne Widenmyer, Treasurer and MBPOA Registered Agent
Lynne Cerar, Secretary
Barb Bromley, Board Member-at-Large
Susan Barr, Board Member-at-Large

Board Members absent:

Larry Tupper, Vice President

Committee and Support Personnel present:

John Barr, Architectural Review Committee
Brant Hays, Property Manager
Bob Mitchell, Social Committee

Property Owners present:

Bill Bracker
Wyn Marshall

Opening Comments

Mrs. Bracker opened the meeting by thanking everyone for coming and confirming the quorum.

Reports

Secretary (Lynne Cerar) –Mrs. Bracker asked for a motion for the approval of the Minutes of the May 13, 2024 Board meeting. No discussion was forthcoming, and Ms. Widenmyer moved to approve and Ms. Barr seconded, and on a voice vote the Board approved the Minutes.

Treasurer (Jeanne Widenmyer) – Ms. Widenmyer advised that she has sent out certified letters on June 1 to six delinquent homeowners, stating that July 1 liens will be put on the properties. On one property, if dues are not paid by August 1st, MBPOA will be contacting an attorney and turning it over for foreclosure.

Clubhouse Manager and Webmaster (Debbie Evans) – Ms. Evans was not in attendance, but had received a complaint about a clubhouse reservation over the past weekend. The clubhouse was left in poor condition and Mrs. Marston and Mrs. Sebra had to do extra work to clean it and return it to its proper condition. In future, if

this happens again, a call will be made immediately to the party who has reserved the room, giving them an opportunity to clean it.

Property Manager (Brant Hays) – The grass in the parking lot has been sprayed. Mr. Hays and Mr. Barr are going to put up posts on each end of the two dams that will allow golf carts but no other vehicles.

Pool Technical Maintenance – The pool is in good shape, with the new pool techs continuing to learn under Paul Malloy’s patient and excellent training. Mr. Hays and Ms. Cerar found a snake under one of the flower pots and dispatched it.

Dockmaster (Allen Garland) – Mr. Garland was not in attendance. There has been one request for a boat slip. Currently, there are three empty slots.

Architectural Review Committee (John Barr) – This is Mr. Barr’s last meeting on the ARC. The remaining members will elect a new Chair. He has turned in all of the documents and computer programs to the ARC members. He is available to help in case someone can’t find something.

14 Bufflehead: That property will be for sale, and all the items in the driveway will be removed very soon, per the trustee.

Mr. Barr gave the Board two letters that he has drafted—one to the real estate companies reminding them of the Mallard Bay covenants regarding signage measurements limited to 18” by 24” and one to property owners regarding trailered boats.

Landscaping Committee (Lynne Cerar) – New hydrangeas have been planted in front of the Clubhouse, with help from Barb Bromley and Linda Edwards. Roberta Jones weeded the front entrance landscaping. Many thanks to all.

Mrs. Bracker will contact Aqua Virginia again to obtain status of our request that they trim the bushes in front of the Aqua Virginia wellhead.

Social Committee (Bob Mitchell) –Mr. Mitchell thanked all those who set up, cooked, enjoyed and cleaned up after the Memorial Day picnic. He announced that the 4th of July picnic will be held on Thursday, July 4 at 5:30 pm. Set up will be July 3 at 11:00 am. Menu will be fried chicken.

The igniters on the grill are not working—Mr. Barr will help with that.

Amenities Committee (Debby Tupper) – Mrs. Tupper was absent, but sent a memo to Mrs. Bracker regarding projects that can be done by volunteers who have time and interest, with remuneration for expenses incurred. Please see attached list of projects. The Board acknowledged how much work and time Mrs. Tupper has spent on these and many other items.

Debby and Larry Tupper installed the new pickleball court. The Bowmans have done an amazing job clearing the RV lot. Blaine Swank was able to grind the small stumps to free up space for greater storage capacity. Someone may need to come in to grind large stump.

A motion was made by Ms. Cerar and seconded by Ms. Widenmyer to buy a new sign for the entrance to the pool, stating that no diving is allowed, etc. This will replace the old, dirty signs at the pool gate entrance.

Mr. Hays and Mr. Roper will clear as much of the lower dam brush as they can, but that will job will require more work than the two of them can do.

Mr. Barr has fixed the stairs from the clubhouse to the pier, will look at the fire pit and playground and the kayak rack. He has agreed to be on the Maintenance Committee. He will ask for help when he needs it.

Regarding clearing brush, VDOT will only go up a certain height. Mr. Barr has sent an email to DOT, with a work order number, asking them to finish up cleaning up Canvasback Drive from Golden Eye and around the cul de sac.

Mrs. Bracker noted that currently there is no Safety Watch Committee. Anyone interested should contact a Board member.

Discussion/FYI Items

Mrs. Bracker has purchased removable signs to be placed at the entrance to Mallard Bay to announce MBPOA events, such as Cocktails on the River, major picnics and barbeques and Board meetings.

Regarding the upper and lower dams:

As mentioned last month by Gary Yordy, we have significant problems with the dams. The overflow pipe is not working; the lower pipe is deteriorating and is weeping around the pipe itself, which makes structural integrity of the dam questionable. Replacing those pipes is virtually impossible, per Mr. Barr. One possible way is to sleeve the pipes and pump hydraulic cement around them. He posits that digging a spillway might be better, have a bridge over the spillway, and seal the pipes up completely. A civil engineer will be needed to determine what the problem is and how we can fix it. Worst case is that the pipe will deteriorate, the lakes will drain, and we will have creekside property.

There has been some investigation into this problem, and Mrs. Bracker will contact past MBPOA president Marshall Sebra to see what information he might have.

Crabbing Pier:

Mr. Barr has priced materials for redecking the crabbing pier alone at approximately \$5000.00 for basic #1, pressure-treated, low knots lumbar. Composite is 5 times that, which gets ashy, breaks down in sun and salt and gets slick. Aluminum is twice composite price. We cannot use chromated, copper arsenate for decking boards. Chromated copper Azol (sp?) which meets all EPA requirements for human traffic, is recommended. Mr. Barr pointed out that, given the ageing population here at MBPOA, there are not enough people here to do this work. Mr. Barr obtained a quote from a professional who will do wreck-out, clean up, and uses stainless steel screws. Replacing the crabbing pier would cost \$18,500. The big dock could be done for \$20,000-\$25,000. Mr. Barr emphasizes that the way to make the new docks last is to maintain them. Every 2-3 years, do light pressure wash, use Marine Seal. (Same is true for the playset, on which no maintenance has been done). Mr. Barr recommends to the Board that we find a way to pay for this. Replacing the occasional warped board is not sufficient anymore. Mrs. Bracker asked Ms. Widenmyer to check how much is in Reserves for such a project. Mrs. Bracker asked for a motion to replace the two docks, based on figures that Mr. Barr is obtaining from several sources. Ms. Cerar so moved and Ms. Bromley seconded.

Mr. Holt called Ms. Widenmyer and said he is awaiting a written quote on the dredging of the boat ramp. There ensued a conversation about where dredged material could be dumped where there would be no runoff into the River. Mr. Barr advised that the ramp will fill in again quickly if something is not there to keep it from filling up again.

Mrs. Bracker asked Mr. Mitchell to put up a sign in the kitchen that says that No Sharp Knives should be put in the kitchen drawers.

Bill Schreier has agreed to serve on the Architectural Review Committee, but the Board needs to appoint him. Ms. Widenmyer moved to approve; Ms. Cerar seconded the motion. The motion passed.

Safety ladders at the end of the T piers—Mr. Barr will have the estimates for the piers include that work.

Air Conditioning repair at the Clubhouse—Gilman came to the Clubhouse, the capacitor was not working. He wired two capacitors together. Gilman can do a contract once (\$180) or twice a year (\$225) to check out systems to see if anything was failing. Ms. Widenmyer noted that Comfort Consultants will do two visits/year for \$177.00.

Ms. Widenmyer received an email from Anne Shipe, a Mallard Bay property owner. She recommends Fernando Brooks for any projects that MBPOA may have. She is also willing to donate \$200.00 for a new picnic table on the crabbing pier. Mr. Barr has researched a LifeTime picnic table (\$250), coated aluminum, with aluminum pipes, that can be bolted to the dock. Benches are about the same amount of money.

Board Comments

There were none.

Open Comments

Mr. Brant asked if we were going to have someone cut down the brush on the slope of the lower dam. Ms. Widenmyer will ask Mo and J if they will do again.

Mrs. Barr asked if a property owner is asking for a second boat slip, must it be for the property owner and not a friend? It must be for the property owner.

The next regular meeting of the Mallard Bay Board of Directors will be Monday, July 1, 2024 at 6:30 p.m.

There were no other comments, Mrs. Bracker asked for a motion to adjourn, Ms. Widenmyer so moved, Ms. Barr seconded, and the regular meeting was adjourned at 7:40 p.m.

Submitted by:

Lynne Cerar, Secretary

Mallard Bay PO Association---Maintenance Tasks						
Clubhouse Area						
Playground						
Swing Set						
		Contact: Debby Tupper 410-215-5819				
			Date Added	Willing Workers	Date Completed	Notes
Skills needed:						
carpentry, lifting	1	remove picnic table from under swing set - could just the seats and top be replaced or should we get new?	5/15/2024			
carpentry	2	replace rotten boards on swing set*	5/15/2024			
carpentry	3	*canopy was removed - no plan to replace, may be able to remove some extra boards that made frame for canopy	5/15/2024			
carpentry	4	put climbing "footholds" on new board	5/15/2024			
carpentry	5	Rope and board Ladder-replacing boards may be too much, I will price out a new "rope ladder"	5/15/2024			
sand and stain	6	sand and stain boards	5/15/2024			
weeding/raking	7	weed around swing set	5/15/2024			
	8	add mulch under swing set?	5/15/2024			
Fire Pit						
Skills needed:						
General outside clean up skills	1	Clean up fire pit area	5/15/2024			
	2	Position cinder blocks for safety	5/15/2024			
Club House/Pool Area						
Steps from Clubhouse to Docks						
Skills needed:						
General outside clean up skills	1	need to be weeded, stones repositioned, maybe need more stones?	5/15/2024	John Barr	5-31-24 Talked to John Barr raked the stone steps and said we may need some additional stones at some point=	
		New Pickleball Court and Net installed	5/1/2024	Debby and Larry Tupper	5-24-24; Thanks go to Jeanne W. for all the ordering, and Blaine Swank volunteering to remove the empty pallets.	
Courts, Dog Park at Pintail and Canvasback						
Tennis Court						
Skills needed:						

Sanding, painting	1	Metal Bench inside the court is peeling, rusting - can it be refurbished?	5/15/2024			
hand tools	2	repair gate to tennis court - one hinge malfunctioning	5/15/2024	Debby Tupper	5/16/2024	
	3	spray for weeds and then remove	5/25/2024	Debby Tupper	Both courts sprayed and weeded - Debby and Larry Tupper 6/1/24	Is this something on Brant's list to be done regularly?
	4	Soccer goal - needs new net	5/15/2024	Debby Tupper	Installed: 5/29/2024	
Flyway Lake and Upper Dam						
	1	put up posts and signs to limit access by cars; foot traffic and golf carts only	5/28/2024	Brant and John Barr mentioned they could work on this?	As of 5-31-24 did not see that it has been done.	
	2	Find out owners of craft - 2 paddleboats, which one is Mallard Bay, another is broken, and canoe - then label etc.	5/28/2024	Debby Tupper will try to locate owners		
New Crabbing Pier						
carpentry	1	Warped and rotting boards	5/15/2024	Bill Bracker to investigate		
carpentry, hauling	2	Picnic Table on the dock - top and seats are in bad shape; Could the base still be used with top and seats replaced? Or? Buy polywood chairs/bench - how to attach?	5/15/2024	Knowledgeable carpentry skilled to look at current picnic table. Debby Tupper to price new items	Started to look at items, but will wait to look further until I hear what the plans are for the dock.	
hauling	3	Picnic Table near the Kayak Rack is terrible shape-needs to be removed	5/15/2024	?		
	4	Kayak Rack - one end is sagging	5/15/2024	?		
RV Lot						
	1	Tree and brush removal	5/15/2024	Gail and Gary Bownman	:5-21-24 Gail and Gary have done an amazing job with clearing. They recommend have a large stump and some smaller ones ground to allow greater usage of the space. Blaine Swank said he may be able to grind the stumps.	
	2	Abandoned boats	5/15/2024	Ben Packett	5-18-24 Debby Tupper gave information to Ben about the priority boats to be disposed of.	
	3	Boats, etc. with lapsed VA registration	5/15/2024	Debby Tupper	on Debby's To-Do List	