

MEETING MINUTES

THE PLACID BAY CIVIC ASSOCIATION BOARD OF DIRECTORS

November 3, 2025

Attendees: Timothy Massey, Vice President; Karen Roberts, Secretary; Richard Smail; Frank Clark; Tim Minor; and Nancy Minor.

Not in Attendance: Dave Czako, President; Jim Rogers, Treasurer

I. MEETING CALLED TO ORDER BY THE VICE PRESIDENT AT 7:02 PM

The minutes of the October meeting were approved.

GUEST SPEAKER: *At the October meeting, many visitors expressed their safety concerns in Placid Bay neighborhoods. To address their concerns, the PBCA arranged for GUEST SPEAKER, Deputy Sheriff Felps, to attend the November meeting. He presented the Board and visitors information on safety in our neighborhoods and invited all interested to be part of the Neighborhood Watch program with Tim Massey as the Placid Bay liaison. He provided visitors and Board members information on the Neighborhood Watch program, including direct contact information for First Sargeant Smith who oversees the program. His suggestions to ensure residents' safety included: IF YOU SEE SOMETHING, SAY SOMETHING; call into the Neighborhood Watch and speak to First Sargeant Smith any suspicious activity instead of trying to resolve issues independently; be cognizant of locking homes and all vehicles; and, he addressed the Secure Homes National night the first Tuesday in August.*

Thank you to the Westmoreland County Sheriff's office for helping to keep Placid Bay neighborhoods safe!

II. BOARD MEMBER REPORTS ON OLD BUSINESS AND NEW BUSINESS

OLD BUSINESS

Timothy Massey (Vice President): In the absence of President, Dave Czako, Mr. Massey reported on road updates. He reported that a new contract is in place for pothole repairs. The brush cutting on State roads has also been completed. Mr. Massey also asked Secretary, Karen Roberts, to post information on December's Stop the Bleed and CPR training to find interest in the community before setting up a final date. And he requested posting for information on a possible PBCA toy Drive in December. He reported that information is being collected to learn what families would most benefit from the "adopt a family toy drive" at the Firehouse.

Jim Rogers (Treasurer): Since he was unable to be present at the meeting, Mr. Rogers provided the full Treasurer's Report via email to Board Members prior to the meeting. He reported expenses in October were a \$1,000 payment for insurance and an \$800 payment for the fuel oil refill for the Venue. He also reported that the PBCA CDs roll over in November. He has not yet received information from the County on Road/Dam fund balances but will follow up again this month.

Karen Roberts (Secretary) reported the Boo-Bash was successful, even though we ran out of food after distributing 90 hotdogs to participants! She will make a list to order more food and any other changes we should make for 2026. Ms. Roberts reminded the Board that the Bible Study begins November 5 and thanked Richard and Cecelia Smail for facilitating the event. She further reported that the Venue Directory of Services was added to the PBCA website and will be updated as more vendors request to be added, and that the Mobile Library provided a poster to be displayed at the Venue with dates for future visits (every second and fourth Monday of the month).

OLD BUSINESS, continued

Richard Smail reported he'd spoken with Dave Taylor at the County recently about the PBCA acquiring a copy of the T-Dock Dam inspection this past spring and expressed the Board's concern that the East side wing wall is separating from the spillway, and that the gap is slowly getting wider. This notation appeared in the inspection report by the company who did the inspection. The inspector told me there would be recommendations for the repair included with the overall conditions of the Dam. The PBCA has not received a copy of the report. A copy was to be sent to the County from the contractor. However, the County reports that apparently it was never sent, or it's possible it was overlooked and filed! Mr. Taylor will be contacting the inspection company (ARM) and will attempt to get a copy for both the County's records and PBCA'S records.

Mr. Smail indicated that he has been approached by folks who live in the Ebb Tide and Westmoreland Shores areas asking if the Bible study is closed to only PB residents. The Board agreed that the Bible Study should be open to anyone interested – inside or outside of Placid Bay.

Mr. Smail also reported that the County cannot get their larger equipment in the area to cut the brush on Short Way dam. The Board will have to consider other options to get the job done.

Frank Clark updated on the Chrystal Dam leveling and seeding. He gave "shout out" to the Placid Bay Estates Water Company for finishing the leveling and raking it with a tractor!

Nancy Minor asked the Board for their comments on the welcome and information letter to PBCA residents and plans for mailing. Board members agreed the letter was fine and can be mailed once a mailing preference is set. Suggestions were to: (1) place a QR code on the letter to let residents reply; (2) to send a postcard like those sent for membership renewal with a QR code. With the code residents need only open and read the letter; (3) and if a letter needs to go out to all residents, the Board might consider finding folks who need to collect community service hours to offer their assistance taking the letters door to door. The Board decided to discuss this at the December meeting after looking at all mailing options.

Tim Minor reported that the roof gable which had washed up on the Venue shoreline was removed.

Building and Grounds Committee Chair, David Roberts reported that: the Lake Drive washout was repaired by VDOT; that the Venue deck occupancy was posted; and brush cutting along the guardrail and Lake Diaboleux was completed.

NEW BUSINESS

Karen Roberts (Secretary) asked the Board to consider Charlette's request for a wagon to make it easier to load stocked items into the Venue. A motion was put forth, was seconded, and voted to purchase a wagon for use at the Venue. Ms. Roberts also asked the Board about sponsoring a food drive at the Venue. The Board agreed it would be a good service to help support local food banks for people who are struggling with food insecurity.

Building and Grounds Committee Chair, David Roberts asked the Board if they would consider moving one picnic table currently at the pavilion to the dam. The Board agreed it would be nice to have a place for people to sit at the dam. He also asked if the Board would consider a "park-like" grill at the pavilion for events and renters. Mr. Smail indicated he could get one that the PBCA could have for the Venue. Mr. Roberts also indicated he sent a work request to VDOT to complete brush cutting on Albrough at Lake Drive. He also reported that the gas mower is no longer working so he will contact Tommy Robinette to see if it can be repaired.

ACKNOWLEDGE AND ADDRESS VISITORS

The Vice President acknowledged and welcomed visitors who wished to address the Board. The following visitors were present at the meeting:

William Burns, James Gray, Gloria Beatty, Sue Clark, Celestine Johnson, Carol Allison

Mr. Burns asked if the Boat Ramp is still being considered for upgrading since there have been so many discussions at past Board meetings about getting the upgrade done in the future. The 2024-2025 Board of Directors made a decision not to move forward on any permanent upgrade, but instead, to fill the boat ramp with stones to keep boat trailers from dropping off on one side.

Ms. Clark suggested a postcard with a QRI card to residents to link information on current and potential future changes in Placid Bay. The Board is considering this option in lieu of a letter mailing.

III. WITH NO FURTHER BUSINESS TO DISCUSS THE MEETING WAS ADJOURNED AT 8:40 PM
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