MEETING MINUTES

PLACID BAY CIVIC ASSOCIATION BOARD OF DIRECTORS

Date: PBCA board meeting occurred on October 5, 2026
Time: 7:05
Location: 67 Mattox Avenue, Colonial Beach, VA 22443

I. ATTENDANCE AND QUORUM

President: Dave Czako, absent

Vice President: Sue Clark – Presiding Chair

Treasurer: Edith Bello, absent

Secretary: Position Vacant

Board Members Present:

Rich Smail

Nancy Minor

Tim Minor

Frank Clark

Board Members Absent:

Dave Czako, President

Edith Bello, Treasurer

Vanessa Street

Guests/Public Present:

Steve Fisher (new resident, Wildwood)

William Burns (415 Valley Way)

Jim Rogers (221 Sea Horse Drive)

Additional unidentified community members (Shorewood Drive resident; resident inquiring about neighborhood cleanup day)

Quorum: quorum was met

II. CALL TO ORDER

The meeting was called to order by the presiding Chair.

III. APPROVAL OF PRIOR MINUTES

The Chair presented the September 14, 2026 meeting minutes for review. A motion was made by Sue Clark & seconded by Frank Clark to approve the minutes as presented and carried by voice vote.

IV. TREASURER'S REPORT

Jim Rogers, presented the financial report in lieu of Treasurer's absence

The following figures were stated:

Balance in bank accounts as of September 30, 2026: $70,749.31

Net change in bank balance for the month: ($997.17)

Income:	$1,597	
Event Venue Rental:	$1,457	
Membership:	$0	
Interest	$140	
Expenditures:	($2,594)	consisting primarily of:
Insurance policy renewal:	($1,188)	
Power washing:	($250)	
Clubhouse cleaning:	($600)	
Lawn mowing (3 instances):	($255)	
Utilities:	($277)	
Other	($24)	

No motion to approve the Treasurer's Report was recorded.

V. OLD BUSINESS

The Chair opened the floor for old business. No old business was discussed.

VI. NEW BUSINESS

A. ROADS (Dave Czako)

In Dave's absence, the Chair read a written report into the record outlining the following planned activities:

1. Continued coordination with the postal service regarding mailbox relocation on Circle Lane.
2. Meeting with county engineers to evaluate the extent of road failure on Wildwood Drive and determine a repair approach.
3. Commencement of contractor pothole-filling work throughout the community.
4. Research into continued participation in the VIDAC revenue share program versus independent road maintenance bonding, with options to be presented to the board.
5. Consideration of establishing a community emergency preparedness plan, including a food and water supply point at the community center.
6. Provision of candy, hotdogs, and tables for the Trunk-or-Treat event.

B. INFRASTRUCTURE (Rich Smail)

1. Rich Smail reported that street signs ordered approximately 3.5 months ago had not yet arrived. He also reported that the county had relocated the stop sign at the Woodbine/Albrough intersection from a deteriorating wooden post to a standard post, resolving a prior safety concern.

2. Rich Smail further reported ongoing disagreement with the county/VDOT regarding responsibility for reflective poles along the Mattox Avenue dam; the county has agreed to investigate the matter.

3. Regarding the dam wing wall repair, Rich Smail reported that the county's assigned engineering firm quoted an excessive fee, funded through the sanitary tax fund. Dave Czako reportedly obtained county approval to retain an independent engineer at approximately one-quarter of the county's quoted cost. The board is awaiting the independent engineering report before repair work can proceed. Discussion noted speculation that heavy equipment traffic over the dam may be contributing to roadbed shifting and wing wall displacement.

C. EVENTS: Trunk-or-Treat Event (Nancy Minor)

Nancy Minor confirmed the Trunk-or-Treat event is approved and scheduled for Friday, October 30, 2026, at 5:00 PM, located at the community pavilion. Nancy Minor and Tim Minor will be unable to attend due to travel.

D. OTHER: Eagle Scout Project Update (Michael Bello)

An update was provided indicating the Eagle Scout project is delayed due to a clerical error at the Boy Scouts council level. All required paperwork has been submitted and is otherwise in order. The project is expected to proceed once the administrative issue is resolved.

E. BUILDING & GROUNDS: (Tim Minor)

Tim Minor reported that dam-area grass cutting and general maintenance have been completed satisfactorily. He noted metal brackets remaining at the end of the boat ramp requiring removal, and reported that recent high tides resulted in missing boards at the boat ramp requiring replacement.

F. CORRESPONDENCE:

1. The Chair read into the record two resident email communications regarding POTHOLES on Shorewood Drive, both addressed to Rich Smail, Member at Large. The communications requested repair action and clarification on the appropriate point of contact.

2. Discussion regarding board members' lack of consistent attention to the shared PBCA.org Gmail account. It was clarified that all board members have been provided with login credentials to access this account directly.

3. Discussion addressed the possibility of obtaining road milling material from PBE Water (Larry Sprouse) who has previously assisted with similar efforts in coordination with Dave Czako.

VII. PUBLIC COMMENT

The Chair opened the floor to public comment. The following topics were raised:

1. Steve Fisher (Wildwood) introduced himself as a new resident and announced a community haunted house event on October 30–31, 2026, from approximately 7:00–10:00 PM, open to all ages, featuring a scavenger hunt and prizes for children. He noted the fire department would be notified in advance regarding fog machine use to prevent false alarm concerns.

2. William Burns (415 Valley Way) proposed pursuing a state historical marker for the site of a historic grist mill linked to the Washington family era (circa 1650). He noted the state program approves only five markers statewide per year, with a private foundry alternative costing approximately $3,000. He proposed potential community fundraising and stated he would continue researching the matter. The board expressed support for continued research.

3. A Shorewood Drive resident reported that a local builder's land-disturbance work resulted in dirt and debris being deposited on his property, despite prior assurances of correction. The board advised contacting the county supervisor regarding the land-disturbance permit violation. A board member (Tim Minor) offered to assist by documenting the issue and contacting the builder.

4. A resident inquired about scheduling a neighborhood cleanup day. The board agreed that this would be worthwhile.

5. A resident inquired about candy supply logistics for the Trunk-or-Treat event; it was clarified that candy is contributed by community volunteers rather than purchased by the Association.

VIII. ADJOURNMENT

The meeting was adjourned at 7:36 PM.