

Board Meeting of May 17, 2010

The meeting was called to order at 7:00 PM.

Board members present: Diana Hawley, Andrea Gilde, John Trainor, Karen Dryden, Joe Greenfield, Ed Campbell, Don Manges and Pat Day.

Board members absent: Bill Tucker, James Richardson, Joan Ferrick, Dave Byler

Committee members and guests: Bill Dryden, John Bates, Kathi Lichtenstein, Keith High, Ed Gilbert, Harry Seeley, George Rogers, Troy Gunden, Frank Astfalk, Fred Berkeihiser, Alex Szep, Allen Embon, Bill Chase

President's Report - Meeting was called to order by the President, Diana Hawley, who made the following report:

- Welcome to all BOD, committee members and guests.
- Tonight we will discuss the boat ramp project to date and the path forward. While there are challenges with the boat ramp, the President offered thanks to the harbor crew for all their hard work on the boat ramp and pier.
- Special thank you to all who participated in cleanup day.
- Thank you to Joe and Jennifer Greenfield who coordinated the purchase of a new refrigerator for the pavilion.
- Special note – The school bus shelter is gone from CI.
- Diana stated that a productive meeting occurred between members of the BOD/Legal committee/Maintenance crew and Don Smith/Frank Conway regarding Mason Lane. Details to follow.
- Bill Tucker will be submitting his resignation as VP of the BOD effective 6/21/10. The opening will be discussed by the BOD following June BOD meeting.

Secretary's Report – John Trainor presented.

- Minor edits were e-mailed to John Trainor from Diana Hawley just prior to the May BOD meeting. No additional changes were recommended for the April 19, 2010 meeting minutes
- Therefore, the minutes from the April, 2010 BOD meeting were approved and will be posted on the bulletin board & website, once the edits from Diana Hawley are included.

Treasurer's Report – Update provided by Andrea Gilde.

Reviewed Community Maintenance Report with the following notables:

- The harbor expense does not include the boat ramp.
- The reported legal fee is cumulative and includes the Osborne (Gordon and Jorja), Don Smith and Crowetz expenses.
- The \$34,000 roads maintenance budget will be broken out to a separate account.
- The \$16,750 spent to date on roads "special improvement" was for paving the intersection at Darrell and Rolling and the intersection at Rolling and Rollins.
- Maintenance fees received through the end of April are \$8,957.50
- A new mower deck was purchased for \$3,950. The original price was \$4,300, but a significant discount was realized. The \$3,950 expense was split 50% and 50% between CICA and Maintenance budget. The cost of the new mower deck was more than CI had budgeted, but the difference was taken out of the tractor budget category.

- \$3500 was transferred to the ramp account from the reserve account to maintain a minimum balance and avoid fees. After the ramp project is complete, this will be transferred back to the reserve account.

Review CICA Report with the following notables:

- Community Events expense was largely for the annual dinner.
- Maintenance expense (tractor/equipment) was for tools.
- Printing and mailing expense was for the April, 2010 newsletter.
- The community event income was from the annual dinner.
- Total April, 2010 income was \$5,392.17.
- Again, a minimum balance will be maintained in the ramp account until the project is complete in order to avoid fees/penalties.

Both the community maintenance and the CICA treasurer's reports were approved as written.

Committee Reports

Architectural Review - Bill Dryden, Chairperson

- Nothing new to report.

Beach - Joe and Jennifer Greenfield, Beach Chairperson(s)

- A big thanks to everyone who volunteered during the spring clean-up! The work list was bigger than ever - including plumbing work in the bath houses and pavilion, staining the playground equipment (and volleyball net supports), power washing and sealing the shuffleboard court, setting the swim buoys and floats and clearing out the mountains of seaweed that washed up on the beach - but everyone rolled up their sleeves and showed the true spirit of the Chesapeake Isle community. Everything looks great and we're ready for a new beach season.
- We lost the pavilion refrigerator due to unknown causes. A new refrigerator was purchased at a significant discount thanks to Jennifer's Dad! The new locks for the pavilion doors have been purchased and we're currently looking for some time for the installation.
- As always, if you see an opportunity to improve the beach / playground / pavilion area and want to volunteer and be part of the solution, contact Joe or Jennifer.

Bulletin Boards – Karen Dryden, Chairperson

- Nothing new to report.

CICA Clothing – Still in search of a Chairperson (s)

- Still trying to sell the CICA current inventory, before investing in any new products.
- Bonnie Boyer sold some inventory on the Spring Cleanup day.

Community Events (CE) – Babs Manges, Chairperson

- The past two years, Community Events has sponsored a food drive. This year we have found a different need for us to help. We will hold a drive to help the Mary Randall Shelter in Elkton. This shelter is a place where the homeless can go and get showers, do laundry and have breakfast during the warm months and during the winter months they co-ordinate the rotating shelter. They need supplies for showers and laundry, etc. The donations may be dropped off at 63 Darrel Road, Phyllis Doyle's or 71 Racine, Dottie Fritz's. We will be collecting donations between June 20th and July 4th. We are hoping that the "Hot Topics" will be available to help get the word out for this drive.
- The first Summer Social is on May 28th at the Pavilion. Pat and Bill Day will host this one.

- We are looking into one or two activities for the teens in our community. We have talked about a movie night or hot dog roast.
- The Ladies Brunch is scheduled for June 5th at the pavilion. We have had nine new residents this year and are hoping for a good turnout.
- The next Community Events Meeting will be held on June 14th at the Pavilion.

4th of July – Bill and Pat Day, Chairpersons

- The Committee has not met as a whole as yet but will be in the near future.
- All event chairmanships have been filled and we are ready to go. All we need now is good weather.

Snow Plowing and Grass Mowing – Karen Dryden reporting

Open Lots:

- We have received payment for:
 1. (30) “open lots” to be cut by the community
 2. (5) of which are new contracts for 2010
 3. Payment for (2) are in the mail
- (3) Lots cut which we need to bill on a per cut basis.
- (2) Lots need to be cut and billed on a per cut basis (1) is in foreclosure or bankruptcy settlement.

Lot with House:

- Lot to be cut on a per cut basis which is in foreclosure. We are trying to determine who to invoice and after foreclosure we will file an invoice with the court in attempt to collect the fees.
- Lien will be placed on property for each cut.

Harbor – Bill Dryden, Harbor Master.

- The ramp work is complete and while some folks like it, others seem to hate it. We ended up with a big drop-off from the end of the ramp to the riverbed. A load of stone and bags of concrete have been placed to help eliminate the drop off, which has helped to some extent.
- The ramp contractor has agreed to extend the ramp and wall an additional eight (8') feet at his expense. The work will be completed sometime in the next thirty (30) days. This change should eliminate the big drop off and allow boaters to back their trailers off the ramp and into the mud bottom as they are accustomed to.
- The piling and bulkhead contractor has agreed to perform the additional work free of charge as stated above. The concrete contractor has also agreed to provide the labor free to pour the additional portion of ramp. However, he has asked that CI pay for the extra concrete and rebar.
- Bill Day will head-up this part of the project, should it begin during Art Wood, Brian Clare and my absence from the community.
- Mother Nature recently dumped a large pile of old seaweed on our Harbor which will be removed when the Harbor group has time and the tractor is available.
- The question I keep receiving is “will the extended ramp allow me to launch at low tide”? The answer is no, if you have a large boat. The river depth has not changed and large boats could not be launched at low tide with the old ramp.
- When the ramp extension begins, we will have to close the ramp for approximately one week.
- Other options were discussed in length, including:
 1. Saw cutting the new ramp and pouring a new steeper sloped portion.
 2. Employ steel roadway plates as a temporary solution.

- The permit required that the new ramp not extend beyond the existing foot print of the old ramp. Three (3) options were discussed in length regarding the permit:
 1. Option 1 – Extend the ramp under the thought that the ramp footprint is not changing.
 2. Option 2 – Apply for a permit to extend the ramp 8 foot.
 3. Option 3 – Send notice that the ramp is being extended 8 foot to complete the project.
- In the end, the length of the ramp needs to be a maximum of 75 feet according to the permit. The problem with the new ramp currently is the elevation. Extending it 8 feet will bring it to the same point in the river bed with no drop off.
- State park ramp slope was approximately 12°.
- In the end, the BOD concluded that the best way to proceed was to determine how many feet the new ramp extends and based on this information decide to proceed with the 8 foot extension. The ramp committee will be given one week to respond with information. When they respond, the BOD will perform an on-line vote to expedite the repair process.
- Since signs have been posted at the harbor specifically stating there is a drop off beyond this point, the BOD concluded it was not necessary to close the ramp while the investigation continues.

History – Pat Day, Chairperson

- Filing continues.
- The next meeting is scheduled for Friday, May 21st.

Legal – David Byler, Chairperson. The following report was submitted by Bill Dryden.

- Nothing new to report.

Library – Joan Ferrick, Chairperson

- All volunteers for this season have already been scheduled and are aware of their particular dates to be on duty at the library.
- Bonnie will contact those volunteers during my absence and make sure they have a key for the dates involved.
- It is not necessary to re-shelve any new donations or returns as I can handle them upon my return.

Mowing and Maintenance – Bill Chase, Chairperson

- Removal of “reverse speed bumps” accomplished on all of the roads at least once. Will continue, as needed depending on rainstorms.
- The North end of Mason Lane was the subject of a meeting with Mr. Smith and Mr. Conway at the site to discuss maintenance issues with this section of the road. I recommend that the scope of this grading task be treated as an option for the general road-grading project upon disclosure of a legal decision on the CICA responsibilities.

General maintenance:

- During Spring Clean-up Day Jacob’s Nose was trimmed; the growth that could be reached with a pole saw from top of the bank; the garage was cleaned and all “trash” was removed and taken to the Cecil County landfill; the trees adjacent to the garage had snow damage removed; and the mowing machine was removed so the rake could be attached to the tractor for raking the play ground area. The rake has been returned to the outside storage area and the mower re-attached to the tractor.

Mowing:

- Mowing of private vacant lots, no buildings on same, and of community property had begun in earnest. The new mowing machine is a vast improvement over the old one; i.e., the “three point hitch” allows the whole machine to be lifted off the ground for transport from mowing location to mowing location.

Membership – Kathi Lichtenstein, Chairperson.

Recap:

- 2008 – One property owner (Crowetz) has not paid their required 2008 (nor 2009 or 2010) maintenance fees, in foreclosure per Bill Dryden.
- 2009 Seven owners (9 lots) have not paid any maintenance fee and 3 owners only made partial payment.
- 2010 – Invoices and forms were sent to all property owners including Mason exempt and renters the beginning of January. Ninety-nine second requests were sent March 1. Forty-eight third notices were sent on April 13.
 - 2008/2009 past due maintenance fees plus 6% interest added to all delinquent invoices
 - 2010 - 6% interest for the first quarter were added to all third notices
 - Bath House and shuffleboard keys have been delivered.

2010 Responses to Date :

- CI Community
 - Maintenance
 - Required 291 full (88%) (1 partial payment)
 - Optional (Mason Lane) 3 of 5 paid (60%)
 - Bath House 114
- CICA
 - Membership
 - Owner 224 of 302 owners (74%)
 - Renters includes 0 renter memberships
 - Shuffle Board 43
 - Boat Storage 88
 - Mooring Set & Pull 78
 - Mooring Pick up & Return 70
 - Donations/Late fees \$233.39 includes \$125.00 special mooring fee from Murray

Newsletter - John Trainor, Secretary

- Nothing new to report.

BOD Nominating Committee

- New chairperson is required with the resignation of Bill Tucker.

Pavilion Rental – Sara Hayes, Chairperson

- Nothing new to report.

Roads – Refer to Mowing and Maintenance report above.

Town Watch – Janet McKenna, Chairperson

- Nothing new to report.

Tractor

- A new mower deck was purchased for the tractor.
- Discuss followed regarding the two (2) old mower decks. One may or may not be sold. This will be confirmed.
- In the end, it was determined to keep the smaller mower deck as a spare and sell the other (if not already sold).

CICA Web Page and E-Mail – Diana Hawley

- Nothing new to report.

Community Member Questions and Answer Session

Concern about the Vicari's boats:

- The boats, while moved after previous urgings from the BOD, are still in the right of way.
- The BOD concluded that these boats need to be moved out of the right of way. However, it will be important to apply the same rule to all other boats/campers/cars.
- Diana will follow up with another letter via certified mail to the owners.

Children and Teenagers riding ATVs:

- Concerns were raised about the children and teenagers riding ATVs on CI roads.
- The BOD advised all residents to call the police immediately if they witness ATVs being driven on CI roads.
- Diana will send letters to the people mentioned in the BOD meeting as potential offenders.

Review of Old Business

Road Maintenance Timeline:

1. Bill Chase had discussions with Meadows regarding the road repair timeline. Meadows suggested doing the work in June/July/August timeframe when the weather is hot to improve the quality.
2. Bill Chase is going on an extended vacation, so a couple options were discussed concerning the road repair timeline:
 - Option 1 - Hold off on getting quotes until Bill Chase gets back from vacation (Bill gets back at the end of June).
 - Option 2 - Harry Seeley lead the effort with the support of Don Manges.
3. Generally agreed that Mason Lane has to be a separate issue from the CI road repair project.
4. The question of a formal specification for the repair was discussed (how many tons will be applied, what type of milling, hot rolling, etc...).
5. The Meadows quote was presented and reviewed with the BODs.
6. No formal specification has been issued. To normalize the quotes, it was agreed to take quote from one vendor (i.e. Meadows) and use as the controlling document. Then ask other vendors to bid to those requirements.
7. Discussion occurred on paving versus millings. It was agreed that the road maintenance project must occur as voted on and budgeted for in current fiscal year.
8. The merits of a consultant and/or engineer were discussed in regards to producing a specification for the repair. John Bates will provide the name of a consultant. Don Manges will get in touch with an engineering firm.

9. As a final note, Don Manges will investigate a machine that chews up the existing millings and mixes with an asphalt base all in one step. This mixture is then applied to the roads. Information will be presented at the next board meeting.

Mason Lane Update:

1. Diana Hawley, Andrea Gilde, Bill Chase, Bill Tucker and Bill Dryden met with Don Smith and Frank Conway to discuss Mason Lane.
2. During this meeting the wash out on the west side of Mason lane was apparent.
3. The erosion has accelerated enough that a repair of the road to stop the erosion became a higher priority.
4. Two springs on the Conway property seem to be the primary source of runoff creating the icy conditions in the winter.
5. Recommended and generally agreed that an engineering firm needs to review the embankment erosion and recommend a solution in the near future.
6. Next question – Who will address the springs (CICA or property owners)? Determined that the first step is to contact the DNR and see what will be allowed as far as embankment stabilization. Based on this answer, a path forward can be discussed.

Community Emergency Response Training (CERT):

1. CI attempting to resurrect CERT committee after difficult winter season.
2. Diana may have a person interested in heading up the committee. She has a list of questions from the person regarding the responsibilities.
3. Diana will continue discussions and report on progress in the next BOD meeting.

Cliff Erosion Committee:

1. Information on the committee is available in the April, 2010 Newsletter.
2. CI is still looking for representation.
3. No one has volunteered to date.

Meeting with State Park to discuss Marsh and Drainage:

1. Discuss at next meeting due to time.

50th Anniversary of Chesapeake Isle:

1. Discuss at next meeting due to time.

New Business

BOD Vacancy (Bill Tucker resignation):

1. Bill will resign effective June 21, 2010 as the VP of the BOD creating an open position. The resignation is due to relocation.
2. It was decided for the BOD to stay after the June, 2010 BOD meeting to discuss a replacement.

Letter from Pat Scott:

After reviewing the letter from Pat Scott, the BOD concluded the following:

1. If a contractor is used by a resident to plow their driveway, the cost cannot be backcharged to CICA.
2. CICA will continue to plow all roads in accordance with the maintenance agreement.

The meeting was adjourned at 10:00 PM.

Next meeting will be Monday, June 21 at 7:00 PM at the pavilion.

Respectfully submitted,

John J Trainor, Secretary

Addendum to Minutes – May 18, 2010

After the May 17th BOD meeting, Art Wood, the project manager for the CI ramp replacement effort, reported to Diana Hawley that extending the ramp an additional 8 feet WILL NOT change the footprint as approved in the permit. Therefore, the proposed extension will be in compliance with all permitting. In the end, Art's recommendation to the Board is that the contractors make the ramp how it was supposed to be in the first place. The bottom line is that there was a miscommunication between the contractors, and they did not go to the bottom (like they were supposed to). Art has spoken to the contractors. Mercer is willing to fix the error, as it is currently an unsafe situation, and has offered to extend the walls, donate the materials, and provide his labor free of charge. The concrete contractor will not charge for labor, but will charge for the price of the concrete (which Art is estimating to be less than \$1000).

Because the ramp extension needs to be expedited, Diana Hawley asked the BOD to send either an approval or rejection for completing the following work as Art recommended:

1. Having the contractors add an 8 foot concrete apron to make the ramp extend to the bottom (eliminating the current drop-off at the end of the ramp).
2. The only charge in conducting this work will be the cost of the concrete (estimated to cost \$600-\$1000).

Diana Hawley initiated the vote to proceed as recommended. After a tally of e-mails, the recommendation was approved by the BOD. The vote was 11 board members in favor, and 1 abstention.