

# CICA Board Meeting

May 16, 2011

**Board Members Present:** Ed Campbell, Karen Dryden, Joe Greenfield, Don Manges, Diana Hawley, Andrea Gilde, Pat Day, Joan Ferrick and Troy Gunden.

**Board Members Absent:** John Trainor, Jim Richardson and John Reber.

**Community Members and Guests Present:** Bill Dryden, Allan Embon, Brad Fager, Sonny Hayes, Kathi Lichtenstein and John Murray.

The meeting was called to order at 7 p.m.

**President's Report:** Diana Hawley

Thanks to Don for taking over last month and running the meeting in my absence. Thanks go to Pat and Andrea working to finalize the newsletter and to all those who delivered hard copies. As always, I have received a lot of positive feedback about the newsletter.

Thanks to all who helped with Spring Clean-up on April 30.

After several date changes, the Common Property Maintenance and Capital Improvements Committee meeting was held on May 10, 2011. The proposed budget will be included in New Business.

I sent informational e-mails to the community via Hot Topics e-mail regarding the septic system upgrade information and noise regulation on the Elk River (information about a hearing being held by the DNR on May 24, 2011 regarding boat noise).

Brian Clare is still working on the tax issue. Our income tax picture should be completely different than what it is. We will discuss under Old Business.

**Secretary's Report:** Pat Day

Approved as read and will be posted.

**Treasurer's Report:** Andrea Gilde

Totals for April:

<i>CICA</i>		<i>Community Maintenance</i>	
Expenses:	2201.10	Expenses:	396.37
Income:	5782.01	Income:	5983.16
<b>Bank Balances:</b>		<b>Bank Balances:</b>	
Checking:	10847.05	Checking:	13826.62
Reserve:	10095.05	Maint. Res:	8172.51
		Roads:	57417.03

## **Committee Reports:**

### **Architectural: Bill Dryden**

- No activity since the last Board Meeting
- Diana mentioned that she received an inquiry regarding two invisible fences in which the flags appeared to be too close to the community property right of way. It was determined that flags can go up to the property line. The flags are necessary at installation and then removed after a time.

### **Beach: Joe & Jennifer Greenfield**

- Thanks to everyone who came out to the spring beach clean-up! We had a very productive day thanks to a great turn-out of hard working volunteers. But - the beach debris is back! Our beach is once again covered with wood and other beach debris. Now that we have our County Burn Permit, we're getting ready for an additional clean-up day and controlled burn on Saturday May 21st. We have an additional controlled burn scheduled for Sunday May 29th if we need it. We'll need as much help as we can get, so please pass the word that we'll be meeting at 9:00 on both days.
- We've coordinated the additional clean-up days with the pavilion rental dates and don't plan to keep anyone from reserving the pavilion during the controlled burn dates. However, anyone who wishes to reserve the pavilion must be aware that we'll be burning beach debris the majority of the day. We are restricted from burning beginning on 6/1 and need to make every effort to clear the beach as much as possible during this period. We are no longer permitting the use of the area behind the bath house for staging material. A few other projects remain after the clean-up, including completion of the carpeting on the swim floats and placement of the swim floats and buoys in the water. Hoping to get everything completed by the end of May...
- The new locks and deadbolts were installed during the spring clean-up. Many thanks to Jim Carter for his hard work and wood working skills. In an effort to limit the total number of pavilion keys in circulation, we've implemented a new numbering system and key log requiring a signature and a documented reason for needing a key. A preliminary list of key holders was developed and distribution is currently in progress. Any additions to the list must be approved by the Board. Need to identify who will be the keeper of the key log in the long term and add to the committee members list of responsibilities.
- Sonny Hayes accepted the responsibility of managing the Pavilion Key Log.
- Beach expenditures since last meeting include the new keys for the pavilion, repairs to the failed water line to the bath house, and the roll-off box for the clean-up of beach and harbor debris. All invoices will be passed on to the Treasurer for payment.
- If anyone has any suggestions to improve our beach or pavilion areas and want to be part of the solution, please contact Beach Committee Co-chairs Joe and Jennifer Greenfield...

## **Bulletin Board Report: Karen Dryden**

- Nothing new to report.

## **Community Clothing:**

- Bud Godby is donating a box of clothing that they had embroidered and haven't been sold. These will be used as prizes or gifts (TBD).

## **Community Events: Babs Manges**

- No meeting held this month.
- Babs Manges and Diana Hawley are working on the Ladies Brunch to be held June 11<sup>th</sup> at the Pavilion.
- The Spring Cruise is scheduled for May 28<sup>th</sup> to June 5<sup>th</sup>. Anyone interested, please contact Karen Dryden.
- The first Summer Friday Night Social will be held May 27<sup>th</sup> at the Pavilion. Bill and Pat Day are hosting.

## **Erosion: Joe Greenfield**

- Don Manges has contacted the Permits Department and the Department of Public Works to request that an inspector come out and tells us if we need a permit to address the erosion issue at Jacobs Nose area. He awaits follow-up.
- Don Manges introduced a substitute replacement for Rip Rap at the Beach and will further investigate.

## **Fourth of July: Pat & Bill Day**

- Work will begin to prepare for this year's celebration by contacting past chairpersons to determine who will continue this year. If all positions are not filled, then a message will go via Hot Topics requesting volunteers.

## **General Maintenance: Sonny Hayes**

- General Maintenance – No major problems or pending projects. If anyone is aware of items needing attention, please let me know.
- Missing road sign found in Harvey Hill's front yard
- The 30 mile per hour speed limit sign on Turkey Point road entering the community is missing. Sonny will contact the SHA.
- There is a broken sign post on community property near 68 Cliffview Avenue. The stub has been removed and Sonny will investigate the need for a replacement marker.
- Cutting around entrance signage needs to be done. Allan Embon will handle this task.

- Thank you to Karen Dryden and Sue Clare for painting over the signage at the beach ad pavilion.

### **Grass Mowing – Karen Dryden**

#### **OPEN LOTS:**

- Thirty-five letters (which represent 36 lots) were sent out the end of March telling of the Restrictive Covenant #3 in our Deeds requiring that the grass height be maintained to no more than 6 inches. The balance of lots is maintained on own.
- Twenty-seven contracts and payments received for CICA Seasonal Mowing to date.
- Four responded with: Own Arrangements
- Not paid to date – Late fees of \$5.00 each will be applied. Cutting of these properties has begun and each will be charged on a per cut basis. Follow-up certified letters/ invoices will be sent after each cutting.
- One lot in addition in the process of Bankruptcy – will advise as to cutting.

#### **LOTS WITH HOMES:**

- Eight letters were sent out to part-time home owners reminding them of the Restrictive Covenant. Offer was made to assist them with names of individuals they could contract with to cut their properties. One property owner has not responded to date.

### **Harbor: Bill Dryden**

- We had a very successful clean-up thanks to a group of hard workers.
- The drift wood from the winter storms was removed. The three trailer loads taken to the landfill was just short of 10,000 lbs. at a fee of \$120.00.
- Recent high tides have left another load of junk which will be removed when time permits. Will schedule to coincide with Beach schedule of May 21<sup>st</sup>. Joe Greenfield bringing the splitter from Allan Embon.
- The recent damage to the large floating dock has been repaired by “Mr. Fix It”, Bob Biedermann.
- Work in the planning stage includes repairs to the dingy racks and re-decking of the conversation dock as well as new lines on the flag pull.

### **History Committee: Pat Day**

- The Committee will resume meetings and continue to review those records in hand which are necessary to retain. Purchases will be made to contain items for better use of the closet.

### **Legal Report: Bill Dryden**

- No activity since the last Board Meeting

### **Library: Joan Ferrick**

- Nothing new to report.

## Membership

- Membership as of May 11<sup>th</sup> :
  - CICA & Maintenance: 234
  - Maintenance Only: 45
  - Unpaid: 33
- Third and final notices go out at the end of month with a cut-off date of June 30<sup>th</sup> announcing legal actions be taken for non-payment.
- Tubes – anyone requested has been contacted or will receive tube.
- Bath house and shuffleboard keys will be distributed this week.

## Newsletter: Pat Day

- The Newsletter was published and distributed.

## Nominating Committee:

- We currently have 4 candidates who are interested in running for a position on the Board next year: Troy Gunden, Joan Ferrick, Jim Carter, and John Murch. We will include their bios in the July newsletter along with the procedure for CICA members to nominate additional members.
- Diana encouraged Board members to consider their interest in Officer positions for the next fiscal year.

## Pavilion: Sonny & Sara Hayes

- The pavilion is currently committed on the below dates in 2011:

• 5/21	5/27	5/28	5/29	6/4	6/5
• 6/8	6/11	6/12	6/18	6/19	6/24
• 7/3	7/4	7/9	7/15	7/23	7/29
• 7/30	8/5	8/13	8/20	8/26	8/28
• 9/10	9/24	10/15	10/29	12/17	

## Roads Maintenance: Sonny Hayes

- No volunteers from each street in Chesapeake Isle to assist with maintenance on their street have contacted me to date. I have a motion for the Board of Directors (**under New Business**) to hire the contractor who performed road maintenance last year on additional roads that need attention. This will eliminate the need for any extensive immediate road work by volunteers.

### **Road Maintenance Research Committee: John Murray**

- Presented the Request for Proposal to study CI drainage conveyance system. After the drainage issues have been evaluated, the committee will prepare a bid document with various alternatives to solve road problems to be presented to the Board.
- The committee prepared a Request for Proposal (RFP) to conduct an engineering study to investigate the existing contained drainage system, including the pipes and sizes. The Board reviewed a response from KCI and approved a \$2000 proposal for them to conduct such a study. (The Board requested that KCI add a statement in the proposal with the approximate completion date.)

**Town Watch:** Still need a chairperson

**Tractor:** No report given.

**Web Page:** No report

### **Members Issues:**

- Troy, Sonny and Don will meet with Brad Fader to discuss his issues (per his request to meet with a small group.

### **Old Business:**

- Lawn Mower – The Board will discuss and vote at the June Board meeting whether to include the lawn mower as a separate ballot budget item that would be approved by CICA members at the Annual Meeting. Diana compiled a document containing comments regarding the purchase of the lawn mower that she received from community members. She will send this to the Board members via e-mail.
- Tax Issue – Brian Clare is researching restructuring our budgeting of reserve accounts so that we may not have to pay taxes unnecessarily. The Board recommended that he continue researching a new tax accountant.
- Taxes in the past have been done pro bono. This year the Board decided to give Cheryl Hite a ‘thank you’ of a gift certificate in the amount of \$100 Motion was made and approved - 2 opposed; 1 abstained.

### **New Business**

- Recommendation to the Chesapeake Isle Board of Directors:
  - I propose that the CICA Board of Directors authorize the Road Maintenance Chairperson to contract with S&M Paving, Inc. to have the below listed roads in Chesapeake Isle milled with a Wirtgen 1000 milling machine at the cost of \$25,000. This milling will be done at the same specifications as those used

last year when milling was completed on Bennett, Racine and Rolling Ave and be completed between now and the 2<sup>nd</sup> week of June 2011.

- The roads to be milled are:

Darrel Rd.            Arden Rd.            Rollins Rd.

Mowbray Lane    Cliffview Drive        Gull Circle

Caldwell Rd.        Mason Lane (South end only)

- Motion presented to approve the \$25,000 for the surfacing of the above roads by June 2<sup>nd</sup>. Approved by all unanimously.
- Dust: Don Manges is investigating an environmentally safe option for controlling dust. He will gather more information regarding available suppliers so that he can present cost estimates.
- CICA Account at American Home and Hardware. Four people selected to use credit privileges on behalf of Chesapeake Isle at AHH are: Andrea Gilde, Joe Greenfield, Sonny Hayes and Don Manges. Motion passed unanimously to include the aforementioned as the list of signers.
- Septic System Upgrade: Diana received an e-mail inquiring whether the Cecil County Health Department's septic system upgrade program would be worthwhile to investigate. After discussion regarding costs and feasibility, the Board decided not to pursue.
- Potential Comcast Installation for CI: Diana reported information from Justin Thomas, who is pursuing this option. He will continue to provide updates regarding his progress. Diana will request Justin to look into Verizon's possible potential plans.
- FY 2011-2012 Budget Proposal: The proposed budget that was developed by the Common Property Maintenance and Capital Improvements Committee was distributed to Board members for review. It will be discussed and reviewed at the June Board meeting. The approved proposed budget will then be included in the July newsletter and presented for approval by the community at the Annual Meeting held in August.

Meeting adjourned at 9:30.

The next meeting will be on June 20th at 7:00 p.m. at the pavilion

Respectfully submitted,

Pat Day  
CICA Secretary