

CICA Board of Directors' Meeting
March 20, 2013
7:00 p.m.

Board members present: Jim Carter, Phyllis Doyle, Karen Dryden, Joan Ferrick, Andrea Gilde, John Murch, John Murray, John Reber, Chris Shelton, Justin Thomas

Board members absent: Troy Gunden, Diana Hawley

Community members / guests present: Frank Conway, Bill Dryden, Don Manges, Kathy Moll, Paul Pudlinski, Don Smith

President's report (John Reber)

One of the most important projects going on in Chesapeake Isle is road improvement. Though there is little visible progress being made, there is a lot being done behind the scenes in the way of preparation and planning. The aerial survey has been completed and John Murray has been working with Eric Sturm on the design needs for the community roads.

The most popular topic is "When is Comcast coming?" Others may have heard otherwise, but I personally have heard nothing definitive. However I do take the cable laying that has been going on prior to the park entrance as a good sign.

It's time again to formulate the budget for next fiscal year. If you are or know someone that is interested in serving on this committee please let me know. Committee chairs also need to submit their budget request, so that the committee may evaluate these requests.

Spring is upon us and I hope everyone is preparing to enjoy the good weather.

Secretary's Report (Jim Carter)

Jim e-mailed the draft minutes to the Board on February 24, with a response deadline of three days. Final minutes were e-mailed to the Board on February 28, and were approved (11 yeas and 1 abstention due to absence) with minor requested changes incorporated.

The final minutes were posted on the web site on March 1, 2013, and on the beach and harbor bulletin boards on March 2, 2013.

Treasurer's Report (Andrea Gilde)

Andrea presented and reviewed the February 2013 CICA Monthly Treasurer's Report providing an overview of the income and expenses. Highlights include:

- \$ 2000. annual contribution to the tractor replacement fund
- \$ 121. for tractor and mower maintenance supplies and shop manuals
- \$ 27. for electricity
- \$ 27. for mooring services

Andrea presented and reviewed the February 2013 CM Monthly Treasurer's Report. Highlights include:

- \$ 2000. annual contribution to the tractor replacement fund
- \$ 7807. for the 2nd part of our topographic survey and road signs
- \$ 30. for electricity

- \$ 121. for tractor and mower maintenance supplies and shop manuals
- \$ 148. for newsletter printing and mailing

A motion was made and seconded to approve the Treasurer's reports. All in favor.

Committee Reports

- Architectural Review (Bill Dryden)
Nothing to report.
- Beach (Joe and Jennifer Greenfield)
- Beach and Harbor Erosion (Don Manges)
This is a continuation of the work started and first reported in the BOD minutes of June 2011. Contractor bids were reported in the August and September , 2011, BOD minutes. Work on the project was discontinued because of the lack of funds to do the job. I recommend that all BOD members, that were not here in 2011, read those minutes.

To begin with I feel that we should put dealing with the Harbor erosion on hold and concentrate on the Beach because of its environmental impact. The environmental impact being the loss of soil and the potential loss of three trees. I also feel that we should just concentrate on stabilizing the erosion where it is rather than try to recover the land eroded away. This would enable us to do the critical work with a much reduced financial impact on CI.

Shawn Ryan, DNR, feels that the erosion at the Beach is caused by the jetty. The water is turned landward by the jetty causing the shore to erode and the sediment is then dropped at the jetty. He felt that we will have the same problem at the Harbor because the boat ramp acts as a jetty and will cause erosion at the kayak racks.

Things have changed over the last two years. The Beach was eroded about 95' in 2011. It is now up to about 110'. The erosion has moved further up hill and exposed more tree roots. It looks as though the mean high tide line has moved further inland. These things make the cost increase over what was quoted in 2011. Also, in 2011 the erosion was above the mean high tide and thus a state permit for the work was not required. This may not be the case today. In any case we do need a permit from CC Department of Planning and Zoning (Mr. Joe Johnson). *This work had an estimated cost of \$ 7500 in 2011.*

I met with Kordell Wilen, Chief of CCDPW Development Services Division and Joe Johnson, Resource Plans Reviewer, CCDPZ. Kordell said that his department will support us in any way it can. He does not have the resources to search for grants that may be applicable to our situation but if we can locate a grant he will support us in applying for the grant. He has staff to write the grant proposal. Kordell also agreed to contact Shawn Ryan, DNR, to see if our project could be treated as a TDML project. I had previously contacted Shawn to see if any of the DNR grants would help us and he said no because they are all for living shoreline projects. Kordell also said that if we end up

without funds to do the job, to come and see him. They may be able to help but cannot fund the project.

Joe Johnson has a long history with CI. He knows our Community very well and has worked with a lot of our previous shoreline projects. He has no problems with what we need to have done. I need to make a drawing of the area to be modified, both in cross-section and from above. They need to know the square feet the project will take up. The square feet is needed to determine the plants we will plant, in the 110' buffer area, to complete the project. There is a requirement for mitigation planting. We would receive credits of so many square feet for specific plants and those credits need to sum up to the area covered by the revetment. The interesting thing is that the plants don't need to be planted in the area being modified they just need to be planted somewhere in the 110' buffer on Community property.

At this point I have a contact in the Chesapeake Bay Trust to see if they have any grants that might help us. I also need to get current proposals from contractors so we know what the cost will be.

Discussion followed:

Cecil County and Kordell are very positive on projects to control shoreline erosion and the reduction of Total Maximum Daily Load (sediment deposited in the Bay by run-off) and indicate that there may be grant money to help with this project and our roads projects.

Don's recommendations for the beach area:

1. Delay any shoreline erosion projects at the harbor at this time
2. Reject the proposal to re-build the shoreline at the beach back to 2011 level as being too expensive
3. Accept the proposal to stabilize the beach at present levels and move forward with contractor's quotes and grant searches. If we do not move on this now we will lose trees and much more shoreline.

- Bulletin Boards (Karen Dryden)

As of March 24, 2013 all old classifieds will be removed from the Beach and Harbor Bulletin Boards in preparation for new ads.

Community Member Services will remain.

- CICA Clothing

- Community Events (Pat Day / Sue Seeley)

The Community Events meeting was held on March 11, 2013, at the home of Karen Dryden. In attendance were Gail Berkeihiser, Pat Day, Phyllis Doyle, Babs Manges and Sue Schooley.

Final arrangements for the Progressive Dinner were discussed. Subsequently, the dinner was held on March 16, chaired by Dawn Campbell. Appetizers started the evening at the home of Bob and Phyllis Doyle, followed by six homes receiving guests for the entree'. The hosts were David and Susan Andrews, Mike and Janice Beiter, Bill and Pat

Day, Bill and Karen Dryden, Frank and Ceil Keenan and last but by no means least, Vance Jaffe and Karen McClary. Desserts were served at the home of Terry and Joyce Devine. It was a wonderful, fun-filled evening. Fortunately the weather held out for us.

The Mooring Pick-Up and Set is scheduled for March 23rd and we call on strong, able-bodied men to come out at 8:30 at the harbor for a morning of man-bonding.

The Easter Egg Hunt the following week-end Saturday, March 30th, will be an opportunity for the youngsters in the neighborhood to have a scramble to find prize filled Easter eggs.

April is a busy month starting with Mooring Set on the 6th. We encourage all the man-bonded men to return for another manly morning followed by lunch at the harbor! April 13th is a fun-filled Saturday starting with the 5K run and followed by the Annual Spring Dinner. Preparations are being completed by Polly Carter and Sue Schooley for the Annual Spring Dinner. This year the North East River Yacht Club is the location and April 13th is the date. We strongly encourage everyone to attend this fun event.

The Annual Yard Sale will return this year to the spring and will be on April 20th. Kathi Lichtenstein is chairing the event and should be notified if you plan to participate. A flyer has been sent via Hot Topics.

This quarter will round up with the Spring Clean-Up and Pizza Lunch. We appreciate all the strong bodied, all ages members (with rakes, shovels, etc.), to meet at either the Pavilion or Harbor for job assignments at 8:30 on Saturday, April 27th.

As usual we invite any members who are interested in helping out with upcoming events to contact Pat Day (9432) or Sue Seeley (0025). We NEED volunteers and appreciate the help!

- Fourth of July (Bill and Pat Day)

Plans are in the works for this year's July 4th Picnic. A memo will go out to past sub-chairpersons at the end of April. Hopefully, past persons will again help out this year! Due to damage to the big tent this past year; Bill Day and Bob Biedermann are currently looking for somewhere to have parts replaced. The support pole connectors were twisted and will not fit correctly. If anyone has any ideas, please contact either one. (9432 or 8766)

Also new ideas for new events are most welcome.

- General Maintenance / Erosion (Sonny Hayes)

No activity this month. If anyone is aware of other items needing attention, please let me know.

Hopefully no snow plowing will be required; if it is drivers are Chris Shelton, Jim Abel, Bob Boyer and Art Wood (if his leg is better).

The trimming of Jacob's Nose is on hold until my return.

- Grass Mowing (Karen Dryden)

From 2008 – 2010, the annual rate for mowing empty lots was \$ 125.

In 2011 and 2012, the annual mowing rate was \$ 150. This annual rate will be maintained for 2013. The mowing rate will probably be increased for 2014, following a 3-year price cycle.

- Harbor (Jay Gilfillan)

No report.

Discussion:

- Mooring pick up is scheduled for Saturday March 23. (see *Community Events*)
- The picnic tables at the Harbor are in poor condition and should be replaced.
 - Chris is having some additional tables built for the Crab Shack and offered to have his carpenter build some additional tables for the Harbor at the same time. He will check on the cost.
- The wood on the conversation deck should be treated / sealed.

- History (Pat Day)

Although the Committee has not met recently, we will be meeting at 10:30 on March 27th at the Pavilion to prepare our presentation for the Annual Spring Dinner.

This is an exciting, transitional time for the Committee as technology is becoming more evident and a more expedient method to conserving information is being considered. We encourage anyone who is interested in assisting to preserve the history of Chesapeake Isle to attend. Please contact Pat Day (9432) for more information.

- Legal (Bill Dryden)

The following is an update on the five owners' who are two or more years behind in paying Maintenance Fees.

BLACKBURN: H-19

Paid in full for 2011 & 2012 plus attorney fees of \$250.00. The April 4, 2013 court date has been cancelled.

MORAN: I-01

Paid in full for 2011 & 2012 plus attorney fees of \$250.00. The April 4, 2013 court date has been cancelled.

RIZZO: C-33

The total for 2011 & 2012 plus attorney fees of \$250.00 has been given to his Grandmother. [*After this meeting, CICA has been paid in full for 2011-12.*]

LAM: E-17

Has not responded to our attorney. Court date is April 4, 2013.

MILLER: P-9

Has not responded to our attorney. Court date is April 4, 2013.

The Shaw property, N-15, is scheduled for a foreclosure sale on March 28, 2013. I have advised the firm handling the sale that Mr. Shaw owes Maintenance Fees for 2010 through 2013 in the amount of \$1,033.14.

- We may or may not receive this past due amount.

- Library (Joan Ferrick)

The Library is closed at this time and will be reopening on Saturday, May 4.

Joan will be contacting people soon to volunteer for this season. Or, contact her at 287-8595 to volunteer.

- Membership (Karen Dryden)

2012 MEMBERSHIPS:

(300) – Lot owners have paid their Maintenance Fees for 2012 to date.

(242) – Of those paid have joined the Association

* (6) - Lot owners have not responded or paid two years or more.

2013 MEMBERSHIPS:

(245) – Lot owners have paid their Maintenance Fees for 2013 to date.

(210) – Of those paid have joined the Association.

- To date 75% lot owners have paid their Maintenance Fee
- (61) 2nd notices have been mailed March 22 & 23, 2013
- As of April 1, 2013 those who have not paid will incur an interest charge of 6% per annum.

- Newsletter (Diana Hawley)

Diana sent an e-mail to the community reminding people of the deadline for ALL submissions for the April newsletter: APRIL 1.

Committee chairs should make sure all articles, event announcements, thank you's, etc. are received by this date. In addition, as always, please note that ads included in previous issues WILL NOT be automatically repeated without specific request or permission.

In an attempt to reduce both printing and postage costs AND volunteer time/effort, we are also encouraging all property owners to receive the newsletter via e-mail, if possible. Diana and Andrea will be finalizing a plan for transferring people to the e-newsletter version in the next month.

Nominating (Diana Hawley)

If you know of any persons who would be a good addition to the Board of Directors, please inform Diana so that we can discuss their potential willingness to be a candidate. Diana will also again be including information in the next newsletter regarding the solicitation of candidates.

- Pavilion Rentals (Sonny Hayes)

The pavilion is currently committed for the following dates in 2013:

4/13 4/27 5/24 6/8 6/9 6/22 6/28 6/29 7/4 7/19 8/9
8/23 9/28 10/12 10/26 12/14

Community events are shown in italics.

- Road Maintenance (Sonny Hayes)

Chris filled potholes on Bennett, Darrel, Harbor, Arden and Cliffview Roads.

- Chris reports there is a severe washout problem at the base of Harbor Road and is investigating the causes.

Bob Boyer filled potholes on Caldwell.

Jim filled one largish pothole on Rollins in response to a resident complaint.

I can be reached at 410-287-7588 if there are any problems or concerns.

- Roads / Drainage Improvement and Planning (John Murray)

The following report from John was distributed to all in attendance at the BOD meeting:

Discussion and comments are shown as [discussion / comments]

Meeting March 15, 2013

Cecil County Development Services, Dept. of Public Works

Present: Kordell Wilen, LPE, Department Chief

Van Funk, Program Manager

Eric Sturm RLA, John Murray, Frank Conway by phone

Mason Lane

Kordell Wilen had the following recommendations with regard to the immediate and long-term strategies for Mason Lane:

1. Immediately stabilize the bank to prevent further erosion and sedimentation. We should contact the Maryland Department of the Environment and request a pre-application on-site meeting. Kordell suggested the use of Filtrexx silt socks as a possible low cost immediate solution. Remediation will be determined by and regulated by MDE [Maryland Department of the Environment].
2. Construct a trench drain on the back slope of the current roadway. This will require site engineering drawings, erosion and sedimentation control plans and grading permit.
3. Clear and monitor the culvert at the intersection of Turkey Point Road. Because this culvert drains a portion of Caldwell and Turkey Point Road, it will need to be designed and engineered. This will require site engineering drawings, erosion and sedimentation control plans and grading permit. The use of Environmental Site Design (ESD) on Caldwell will help reduce the size of the pipe required at the intersection of Turkey Point Road.

[Frank Conway confirmed that in the past, there was a culvert or similar structure present at this location and it is assumed there was also a drainage pipe conveying water collected by the culvert to an unknown location. Frank also recalls that the

“piping” was cobbled together from scrap by a previous owner, he believes that its chances of serviceability are highly doubtful.]

4. CICA and the residents of Mason Lane need to determine an acceptable and useable minimal width of driveway. Mason Lane is private and no County standards apply. [The Court order states only: “passable by a single vehicle” with no other specifics. It is felt that the road needs to be passable by emergency, delivery and service vehicles.]

Design services for these recommendations are included in the February 9, 2013 Sturm proposal. Additional requirements by MDE, such as Wetland Delineation and Forest Delineation are not included. Storm water calculations for sizing the pipe at the intersection of Turkey Point Road are also not included. [The Board approved, and John Reber signed, the contract for this phase of design services at this meeting. John Murray and Eric will begin the design, drawing, bid and permitting process and update the BOD at the next meeting.]

Eric Sturm has assisted with preparation of technical analysis and comments for this round of meeting minutes. His comments are as follows:

Wetlands and mature forest exist on the site and at the bottom of the embankment and will be "in-play" with regard to the roadway improvement plan. What does this mean? It means Wetland Delineation and also Natural Resource Inventory will need to be done for the project area as part of the roadway improvement plans. Mr. Sturm is preparing a proposal for this effort. Time will be of the essence as this process takes a while, up to a year or more depending upon expediency of plan production and review/comment time by reviewing agencies (MDE, Cecil County etc.), environmental conflicts and permitting approvals.

MDE may allow an emergency fix but will have a limited time line prior to a permanent fix.

Harbor, Rolling and Racine; Bennett and Rolling

Because of the size and scope of these two projects grading permits, including erosion and sedimentation control plans will be required. Design services for these projects are included in the May 2, 2012 Sturm contract and are currently 40% completed.

[Several opinions were offered as to the primary cause of the washout section on the Harbor Road. It is apparent that some drainage modifications have been made by a property owner which are diverting run-off out of the designed swales and directly onto the Harbor Road.

Chris Shelton has agreed to meet with the homeowner and try to reach a mutually agreeable temporary solution.]

Rolling (South); Cliff View and Gull Circle; Mowbray and Rolling (East End)

Because of the limited size and scope of these projects, grading permits (including erosion and sedimentation control plans) may not be required. Design services for these projects are included in the May 2, 2012 contract and are currently 40% completed.

Further discussion:

- John Murray suggested changing the name of this committee to “Chesapeake Isle Clean Water Initiative”.
 - Although this is an excellent name for grant writing purposes, it was felt that this new name would cause confusion among the property owners should it appear in an annual budget and the official committee name should not be changed.

- Tractor (Harry Seeley)
Nothing to report.
- Web page / e-mail (Gordon Hawley / John Reber)
No report.

Community Members Issues *(Community members present at the meeting who have questions or issues to bring before the Board were given the opportunity to speak.)*

No issues were presented.

Old Business

Comcast Cable Service

Chris reports that Comcast has gotten approval for a cable routing through the Park! Work continues in the neighborhood and along Turkey Point Road. The cabling plan was engineered to progress from both ends of the peninsula and meet in the middle, Comcast is adhering to that plan.

Volunteer Liability Release Form

Jim has revised a Liability Release form used by Habitat for Humanity for the use of CI. He will forward the revised form to Bill, Legal Committee, for review by our attorney,

New Business

BOARD MEETING SCHEDULE CHANGED

In response to officer scheduling conflicts, the Board meeting night has been changed to the **3rd TUESDAY night of the month.**

Annual Budget Committee

It is that time again – we need to establish a budget for fiscal year 2014.

The proposed budget and maintenance fees presented by this committee will be presented in advance, and voted upon by the property owners at the Annual Meeting in August 2013.

The first Budget Committee meeting will be on Tuesday, April 23, location TBD.

The following people have already volunteered for this committee: Bill Dryden, Diana Hawley, Andrea Gilde, Kathy Moll, John Murray, John Reber, and Chris Shelton.

There are additional places available on this Committee, if you would like to participate in the budgeting process please contact Andrea Gilde to volunteer.

Meeting adjourned: A motion was made to adjourn the meeting; all in favor. The meeting was adjourned at 9:14 p.m.

The next monthly Board meeting is scheduled for **TUESDAY, APRIL 16, 2013**, 7:00 p.m., at the Pavilion.

Respectfully submitted,

Jim Carter, CICA Secretary