

CICA Board of Directors' Meeting
November 19, 2013
7:00 p.m.

Board members present: Mike Beiter, Jim Carter, Phyllis Doyle, Ray Farnesi, Joan Ferrick, Sonny Hayes, John Murray, John Reber, Chris Shelton, Justin Thomas

Board members absent: Troy Gunden, John Murch

Community members / guests present: Stan Bensley, Bill & Karen Dryden, Andrea Gilde, Don Smith

President's report (Chris Shelton)

The reports of road construction are going well and I extend my thanks to John Murray for his time and efforts in overseeing all of these projects. Please do not hesitate to contact me with any concerns.

Secretary's Report (Jim Carter)

Jim e-mailed the draft minutes to the Board on October 22, with a response deadline of three days. Final minutes were e-mailed to the Board on October 24, and were approved (12 yeas) with minor requested changes incorporated. Jim extended congratulations to the Board for 100% participation in the review and approval process.

The final minutes were posted on the web site on October 24, and on the beach and harbor bulletin boards on October 25 and October 26, respectively.

Treasurer's Report (Justin Thomas / Andrea Gilde)

Justin presented and reviewed the October CICA Monthly Treasurer's Report providing an overview of the income and expenses.

Income:

 \$ 35.00 for pavilion rental

Expenses:

 \$ 207.02 for the Chili Cook-Off
 \$ 40.61 for electricity
 \$ 571.50 for diesel fuel (1/2)
 \$ 4.70 for printing and mailing
 \$ 454.50 for tax preparation and taxes
 \$ 108.52 for wages

Justin presented and reviewed the October Community Maintenance Monthly Treasurer's Report.

Income:

 \$ 308.00 from the collection of legal fees

Expenses:

 \$ 1151.50 for contract grass cutting, diesel fuel (1/2) and mosquito spraying

\$ 30.49 for electricity
\$ 10.61 for printing and mailing
\$ 4142.93 for plans for Gull/Cliffview and Mason Lane
\$ 115.44 for grass cutting

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

Committee Reports

- **Architectural Review (Bill Dryden)**

Nothing new to report.

As approved at last month's meeting, Bill has contacted the contractor working on the new home on the xxxproperty to let him know the trailer should be placed so as to not interfere with neighboring properties, or their view, and has been approved for a period of six months.

- **Beach (Jim Carter)**

I thought we had an excellent turnout (20+) for the Beach Clean-Up Day and accomplished most of my goals. Thanks to all who helped with many projects!

As always, thanks should go out to the Community Events Committee for providing coffee and donuts in the morning and the pizza lunch!

Highlights:

- Checked and repaired the playground equipment.
- Cleaned out all of the grilles.
- Brought in the sand toys.
- Weed wacked at the Beach.
- Moved the picnic tables in for the winter.
- Replaced one fence post and several rails in the fence at the top of the Beach road.
- Replaced the missing shingles on the pavilion roof.
- Posted "Tow Away Zone" signs at the Beach and Harbor.
- Removed driftwood from the Harbor (I never made it over there, Brian Claire spearheaded that operation I believe.)
- Raised the southern bench at the Beach to a more comfortable seating height.
- Cleaned out the lockers and closets in the pavilion.
- REMOVED THE PLEXIGLASS AND CLEANED THE PAVILION WINDOWS!
- Repaired the lower border of the volleyball net.
- Patched potholes & trimmed low hanging branches for snow plowing.
- Re-graded the volleyball court.
- Roto-tilled some of the weeds out of the playground (not completed).

I innocently asked Janice Beiter if she sewed - she said, "yes" (mistake on her part). We went down to the net armed with sailmakers needles and heavy thread only to discover the 3-4' which Polly and I had seen during the Hoedown had grown to 10 - 12'; unintimidated, Janice sewed the whole mess back together - tenacious and determined she is!

Future projects:

- Paint the exterior ceiling of the pavilion a lighter color (cobweb gray was suggested!)
- Clean the exterior light fixtures (bugs & grime).
- Replace the flagpole bracket and halyard.
- Install an additional outlet at the flagpole corner, and another outlet by the shuffleboard locker (for the Chili Cook-Off and other events).
- Re-carpet the bench by the fire pit.
- Demolish and rebuild the ramp by the bath house.
- Replace the rolled roofing at the rear of the garage.
- Replace the wood on one picnic table.

- Bulletin Boards (Karen Dryden)

Other than the posting of the October Board Meeting minutes on October 25 & 26, nothing to report.

- CICA Clothing

We still have Anchors Aweigh 5K T-shirts available at the “clearance” price of \$5. – a great buy! Contact Andrea Gilde for your shirt!

- Community Events (Pat Day / Sue Seeley)

We had a successful Halloween and Trick or Treat, thanks to Diana Hawley and Jennifer Greenfield. Also, Pat Day, Gail Berkeiheiser and Sue provided coffee, danish, and sloppy joes for lunch for the men at the Mooring Pull. Karen Dryden made cookies. Thanks ladies! Beautiful day, everyone worked hard. Pat even drove the truck to deliver some moorings!

The next event is the Holiday Wine and Cheese, December 8, from 4 – 6 pm hosted by Bob & Sandy Biedermann, 91 Caldwell Rd. Watch for a Hot Topic regarding this event!

- Fourth of July

Nothing new to report.

Bill and Pat Day have retired from chairing this annual event, there may be two other volunteers willing to take over – watch for updates!

- General Maintenance / Erosion (Sonny Hayes)

No major activity.

Below is a summary of the grass mowing that was done during 2013:

Beach - cut 19 times

April 9,19,27 - May 13, 30 - June 14, 25 - July 2, 9, 16, 25 - Aug 8, 17, 23, 30 - Sept 5, 15, 27 - Oct 21

Harbor - cut 19 times

April 19, 27 - May 6, 16, 30 - Jun 11, 21, 28 - July 16, 25 - Aug 8, 14, 23, 30
Sept 5, 27 - Oct. 21 and Nov

Lots - cut 17 times

April 22, May 4, 10, 20, 30 - June 5, 21 - July 6, 16, 26 - Aug. 14, 23 - Sep. 3, 15, 24
Oct. 15, 25

I have the work sheets documenting these cuts. Several of the cuts were over 2 days but were initiated on the date I have listed. We did cut several lots that were not under contracts. Those cuttings were reported to Karen Dryden following the actual cutting. The last non-contract lot cut was Coco's 2 lots on 10/15/13.

If anyone is aware of any items needing attention, please let me know.

- Grass Mowing (Karen Dryden)

Nothing to report.

- Harbor (Jay Gilfillan)

No report.

- History (Pat Day)

Nothing to report.

- Legal (Bill Dryden)

We have received a check in the amount of \$1,627.50 covering maintenance fees for 2012 & 2013 for lots: N-01 & N-16 (Coco). In addition to the past due fee, the \$1,627.50 covers \$520.50 in legal fees. The Collection Suit in Circuit Court for 11-19-13 has been cancelled.

Discussion:

The owner owes \$600. +/- for grass cutting services. Bill has contacted his son and arranged a payment schedule of \$ 200. per month; he expects the first check to arrive within a few weeks.

A judgment lien against P-09 (Miller) has been recorded for maintenance fees for 2009 - 2012. The lien amount is \$ 1640.20

A collection hearing on P-26, P-27 & P-28 (Quinn) is scheduled for 1-30-14 @1:30PM.

Discussion:

Owners of multiple lots having past due Maintenance Fees will be pursued after only one year, rather than the traditional 2 year period for single lot owners.

- Library (Joan Ferrick)

The library is closed for the winter. It was a good year although attendance on Saturday mornings was less than in previous years. Approximately 50 visitors on Saturday mornings this season. The books come in- the books go out. This also happens during our many other functions that take place at the pavilion during the year. Naturally, this is an undetermined number. The availability of the library at that time is a plus for our community.

Discussion:

Joan has an arrangement with the Elkton Library to obtain large print books at no charge, she maintains a large print section in the library along with some audio books.

- Membership (Karen Dryden)

2009 – 2011 MEMBERSHIPS:

- (5) - Lot owners have not responded or paid two years or more prior to 2012
(Hill [2], Jewell, Lam, Miller,)
 - (3) Liens placed against owners (Jewell, Lam & Miller)
 - (2) In foreclosure (Hill [2 Lots])

2012 MEMBERSHIPS:

- (315) – Lot owners have paid their Maintenance Fees for 2012 to date (97.52%)
- (242) – Of those paid have joined the Association
- (8) – Lot owners have not responded or paid 2012 Fee.
 - (2) Lien placed against (Lam & Miller)
 - (3) Foreclosures took place – payment not received to date (Originally Jewell & Short properties – Shaw property (final payment was received from the bank; this was a small portion of what was due; \$150. of ~\$1000.
 - (2) In foreclosure - Hill (2 lots)
 - (1) Remaining past due for 2012 & 2013 turned over to R.V. Jones, Esq. for legal action: Foley/Jones.

2013 MEMBERSHIPS:

- (301) – Lot owners have paid their Maintenance Fees for 2013 to date
Plus (4) Mason Lane owners
- (220) – Of those paid have joined the Association.
 - To date 93.18% of the lot owners have paid their Maintenance Fee.
 - As of April 1, 2013, 6% interest continues to accrue.

**(323) 2014 MEMBERSHIP INVOICES WERE MAILED BY NOVEMBER 10, 2013.
PAYMENTS DUE BY FEBRUARY 15, 2014**

Karen extended many thanks to Andrea Gilde who helped with getting these invoices ready and in the mail!

- Newsletter

The October newsletter went out on schedule. The **next newsletter** will be in January, and any materials for publication should be submitted to andregilde@gmail.com by January 1.

- Nominating (Diana Hawley)

- Pavilion Rentals (Sonny Hayes)

Pavilion – The pavilion is currently committed on the below date for 2013:

12/14

- Road Maintenance (Sonny Hayes)

Don't plan on working more until S&M finish their work at the top of Harbor Rd. A copy of the maintenance log is attached. I can be reached at 410-287-7588 if there are any problems or concerns.

Now that the weather is cooling off, Sonny plans to get a few crews together for some road work – call Sonny to volunteer!

- Roads / Drainage Improvement and Planning (John Murray)

Mason Lane

We have conferred with MDE and they have given us an Authorization to Proceed with the Mason Lane Project as described and they have assigned an application number. Site Design is 60% complete and I am reviewing it now. We will continue with the design and application process.

Discussion:

The assignment of an “application number” is a significant accomplishment. If the MDE had objections to our current course, an application number would not have been assigned.

Don Smith asked the meaning of the blue tape marking several large trees on Mason Lane.

Answer: The blue tape is marking “significant trees”. We do not plan to remove any of the marked trees. In the event one of the marked trees were to be removed, we would be required to plant 200 (two hundred) new trees / bushes to satisfy agency requirements. The marking of the trees has no impact on scheduling or progress.

Harbor Rolling and Racine

Construction on Harbor Rolling and Racine has been completed. Work on the adjoining property which included removal of the concrete swale and piping was contracted by and will be paid for by the home owner (Johns).

Discussion:

The remaining work at Harbor Rolling and Racine consists of shaping the intersection. In order to remain below the critical 5000 sf. Requirement, this grading will be done as a separate project.

The adjoining property owners will not be permitted to divert run-off from their properties onto Harbor Road. John Murray will document his conversation with the property owner and forward to the Secretary for inclusion in the minutes and archives for future reference.

The original plan for this project included some patching of Harbor Road with bituminous asphalt (hot mix / blacktop). There was no hot mix present on this job, however John anticipates asphalt to be done in the near future.

It was pointed out that the butterfly bush on the corner of Harbor and Rolling has grown large enough that it obstructs the view to the left as drivers exit Harbor onto Rolling. Trimming is suggested.

Post meeting note:

Home owner has contracted for, and S&M has completed, a 10' x 30' apron at the base of their driveway that drains downhill toward the rip rap and common area; not toward Harbor Road as was discussed at the meeting.

Rolling and Bennett

Construction on the Rolling and Bennett intersection has been completed.

Cliffview and Gull Circle

Construction has been halted because of weather, and should resume in the spring. The estimate for construction received from S&M Paving is \$26,793.

Rolling South; Mowbray and Rolling

Both of these projects are waiting in the wings.

Grant Writing Proposal

I have a proposal from Eric Sturm for a fee of \$4,500 to write the necessary grant applications. I ask that the Board approve this request so that we can begin this process.

Discussion / voting:

Eric is optimistic as to receiving some grant money for our road projects. He has written grant requests in the past and has obtained up to \$195,000. for individual projects.

Grant money is available from various foundations and agencies for projects around the Bay aimed at controlling storm water runoff, erosion and sedimentation. Monies received from grants may, or may not, be "project specific" depending upon any terms set by the grantor. Grants can be earmarked for one specific project or for a more general use.

A motion was made and seconded to approve this request; all in favor. Chris Shelton signed the proposal / contract for grant writing by Eric Sturm.

- Town Watch
- Tractor (vacant)
The position of Tractor Committee chairman is vacant. In the event we cannot find a new chairman, we will need to contract for professional maintenance for the tractor and mower.

In the interim, several Board members have volunteered to perform normal preventative maintenance tasks, checks and minor repairs.

- Web page / e-mail (Gordon Hawley / John Reber)
Nothing to report.

Please report any additional web site revisions to Diana Hawley.
chesapeakeisle.secretary@gmail.com

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.

Chris introduced Stan Bensley, 10 Racine Road, to the meeting attendees.

Property owners and residents are reminded that all Board meetings are open meetings and visitors are always welcome.

Old Business

Community Signs

Don Manges has been updating the community sign for some years and wants to retire.

This position entails keeping the community sign up to date as to upcoming events, Board meetings, etc.

Anyone interested in taking over this position, please contact Don or any Board member! Community storage space is available for the various sign materials if you do not have space in your home.

Dead Tree near Bathhouse

As reported in the October minutes, Sonny contacted the Superintendent at Elk Neck State Park regarding this tree. They met and the Superintendent also believes the tree is on the Park property and needs to be removed.

The Park Superintendent has contacted their surveyor to confirm the tree is on Park property; however, the surveyor has not yet been out to confirm "ownership" of the tree.

Liability Insurance Coverage:

This additional insurance coverage has been in effect for roughly one month; we have now received and paid the invoice from Harris Associates.

New Business

None was presented.

Meeting adjourned: A motion was made to adjourn the meeting; all in favor. The meeting was adjourned at 8:04 pm.

The next monthly Board meeting is scheduled for Tuesday, December 17, 2013, at 7:00 p.m. at the pavilion.

Respectfully submitted,

Jim Carter, CICA Secretary