

**CICA Board of Directors' Meeting**  
**March 18, 2014**  
**7:00 p.m.**

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

**Board members absent:** Ray Farnesi, Troy Gunden, Sonny Hayes, John Murch,

**Community members / guests present:** Karen & Bill Dryden, Andrea Gilde, Diana Hawley, Don Smith

**President's report (Chris Shelton)**

Spring has arrived and hopefully, we have seen our last snowfall for the year. We will be commencing with road repairs as they have really taken a beating with the winter.

It is time to get ready for summer with the upcoming Mooring set and Spring Clean-Up Day. I hope to see all of you at these events. Thanks to all that participate in these fun volunteer projects! It is only by the ongoing volunteerism on the part of the Community members that we manage to keep our Maintenance Fees so low in comparison to other communities around us!

Get used to being outside again by participating in the 2<sup>nd</sup> Annual Anchors Aweigh 5K. Saturday, March 29 – participate or volunteer – contact any Committee member for registration or to volunteer!

**Secretary's Report (Jim Carter)**

Jim e-mailed the draft minutes to the Board on February 22, with a response deadline of three days. Final minutes were e-mailed to the Board on February 25, and were approved (10 yeas, 1 non-vote which counted as a yea, and 1 abstention due to absence) with minor requested changes incorporated.

The final minutes were posted on the web site on February 25, and on the beach and harbor bulletin boards on February 28.

*Don Manges noted there were no minutes posted for the January 2014 Board Meeting on the website. The January 2014 meeting was postponed several times due to weather and ultimately canceled. This is noted at the beginning of the February Board Meeting Minutes.*

**Treasurer's Report (Justin Thomas / Andrea Gilde)**

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

Income:

    \$ 240.00 – Boat Storage  
    236.00 – keys  
    1275.00 – membership  
    960.00 – moorings  
    200.00 – grass mowing (owed from last year)  
    75.00 – 5K

Expenses:

\$ 29.23 – electricity  
337.00 – 5K (postcard printing)

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

Expenses:

\$ 31.25 - electricity

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

### **Committee Reports**

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)

The Second Annual Anchors Aweigh 5k will be held Saturday, March 29, 2014.

Packet pickup begins at 9:00 at the Pavilion; race starts at 10:30.

We currently have 42 registered runners and walkers - this number is expected to grow; typically USATF Certified 5Ks get 60% of their registrations in the last two weeks before the race. Our course is certified until 2023.

Registration **deadline** to be guaranteed a tee shirt, cool swag and be eligible to win prizes is **MARCH 24** – contact any committee member or mail your postcard today. Proceeds benefit CICA.

Many thanks to our corporate sponsors!:

Beiler-Campbell Realtors & Appraisers  
Body Force Training Facility  
Captain Chris' Crab Shack  
Central Air Duct Cleaning  
Chesapeake Bay Golf Club  
Herr's  
Tereszcuk Construction

- Architectural Review (Bill Dryden)

No activity for the month.

- Beach (Jim Carter)

The Spring Clean-Up Day at the beach is scheduled for Saturday, April 26, starting at 8:30 am. at the Pavilion.

The bath house will be opened for the 5K on March 29.

I have a list of tasks to be addressed but would like to hear from other residents with their suggestions for the day. Contact Jim at: [jtcarterphoto@comcast.net](mailto:jtcarterphoto@comcast.net)

- Beach Erosion (Don Manges)

Current Status is as follows:

- The Critical Area Buffer Management Plan Application (BMP) is complete.
- The Buffer Planting Plan has been completed by Christy Michaud.
- Overhead and cross-sectional drawings are complete.
- The BMP will be submitted to the County after BOD approval and sign-off.

Drawings of the overhead view of the area, the cross-section of the revetment, and the planting plan were distributed to the BOD. General content of the BMP was reviewed with the BOD.

This erosion control plan does not rebuild the areas already lost; it stabilizes the beach area and prevents the loss of three mature trees near the end of the Jacob's Nose revetment.

- Bulletin Boards (Karen Dryden)

The February Board Meeting minutes were posted on February 28; no other activity for the month.

- CICA Clothing

We still have 2013 Anchors Aweigh 5K T-shirts available at the "clearance" price of \$5. – a great buy! This is your chance to get a complete set! Contact Andrea Gilde for your shirt!

- Community Events (Submitted by Karen Dryden)

The Annual Progressive Dinner was held Saturday, March 15, 2014 with Dawn Campbell as the chairman. Fifty of our residents enjoyed an evening of friendship and delicious foods.

Appetizers were hosted by Ceil and Frank Keenan and Desserts at the home of Mike and Janice Beiter.

The Entrée homes were hosted by the Len Ardieta and Tony Mangione, Ed and Dawn Campbell, Terry and Joyce Devine, Bill and Karen Dryden, Vance Jaffe and Karen MacCleary, Don and Babs Manges.

Special thanks to Dawn Campbell and her host homes.

Refreshments will be served at the Harbor on Saturday, March 22nd for the gentlemen who will be working on the Mooring Pick-up.

- Fourth of July

No activity for the month.

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.

Eric Garvey, Ralph Riale, Brandon Sawdargs, and Chris Shelton began some maintenance work on Bennett and made a few repairs. Thanks to all who helped

with this project!

During this work session, the tractor developed a hydraulic fluid leak at the right front wheel and the project was abandoned pending repairs to the tractor.

Our supply of millings is low for further repairs. We have been offered one truckload of millings from SHA at no charge – we provide transportation.

John Murray and Diana are working on finding a reasonably priced hauler.

There will be an ample supply of millings available after a highway project on Route 40 gets underway in the near future.

- Grass Mowing (Karen Dryden)

**OPEN LOTS:**

(38) CICA Seasonal Contracts (representing 41 lots) were sent out March 6, 2014

(Balance of lots are being maintained by owners or are not cuttable).

(11) Contracts and payments received for CICA Seasonal Mowing to date.

\*MOWING OF LOTS WILL COMMENCE IN APRIL

Annual grass mowing fees have increased by 15% for this year to \$172.50.

- Harbor (Bill Dryden, Interim Harbormaster)

Thus far we have reservations for forty (40) Moorings to be set.

**HARBOR REPAIRS:**

1. We have awarded the contract to Kingfisher Marine Construction and hopefully work will begin in approximately one week.
2. The total quote was \$5,900.00 with \$4,200.00 of that covering repair to the older fishing pier.

The repairs to the Fishing Dock will make it safe and usable for the next year or two but will not stop the aging process. This dock is 40 plus years old and will need total replacement shortly.

I feel it would be prudent to start putting funds in reserve to cover the costs to rebuild starting with the next fiscal year's budget. I will investigate replacement costs.

The pilings that need to be added now will be usable when total reconstruction takes place.

I have purchased two new yokes to replace the ones now in use to attach the floating docks to the new pilings to be installed.

I am scrambling to get things organized for Mooring Pick-up on March 22, 2014 and Mooring Set on April 5, 2014.

Any help from our neighbors' would be greatly appreciated.

- History (Pat Day)  
No activity for the month.
- Legal (Bill Dryden)  
No activity for the month.
- Library (Joan Ferrick)  
No activity for this month. Opening Day at the library will be Saturday, May 3, 2014 (the same day as the Community Yard Sale).

- 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)

\*Property has gone to foreclosure – lien may be wiped out

- (3) Liens placed against owner (Jewel, 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

(7) – Lot owners have not responded or paid 2012 Fee.

(3) Lien placed against (Foley/Jones, 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.

(2) In foreclosure – Hill, 2 lots

**2013 MEMBERSHIPS:**

(308) – Lot owners have paid their Maintenance Fees for 2013 to date (95.35%)

Plus (4) Mason Lane owners

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

(3) - Remaining past due for 2013 turned over to R. V. Jones, Esq. for legal action (Quinn-3 lots); Court Hearing cancelled – paid 2013 Maintenance Fee and now owes us the legal fees.

- Partial payment has been received to date.

**2014 MEMBERSHIPS:**

(262) – Lot owners have paid their Maintenance Fees for 2014 as of 2-15-14 -81%)

Plus (4) Mason Lane Owners

(7) – Partial payment

(196) – Of those paid have joined the Association

**\*PAYMENTS WERE DUE ON FEBRUARY 15, 2014**

**\*-2ND NOTICE WILL BE SENT OUT BY APRIL 15, 2014 TO PAST DUE LOT OWNERS FOR 2009 - 2014. (TO INCLUDE 6% INTEREST)**

- Newsletter

The next newsletter will be in April, and any materials for publication should be submitted to [andreagilde@gmail.com](mailto:andreagilde@gmail.com) by April 1, 2014.

- Nominating (Diana Hawley)

Need a chair. I think it should be a board member.

- Pavilion Rentals (Sonny Hayes)

The pavilion is currently committed for **Community** and private events on the below dates for 2014:

<b>3/29</b>	<b>4/19</b>	<b>4/26</b>	<b>5/3</b>	<b>5/10</b>	5/17	<b>5/23</b>	6/2	<b>6/7</b>	6/14	6/21
<b>6/27</b>	6/29	<b>7/4</b>	7/12	<b>7/18</b>	<b>7/25</b>	7/26	<b>8/8</b>	<b>8/22</b>	<b>8/24</b>	<b>8/30</b>
8/31	<b>9/27</b>	<b>10/11</b>	<b>10/25</b>	<b>12/13</b>						

- Road Maintenance (Sonny Hayes)

Thanks to Chris Shelton, Jim Able, Art Wood, Gary Gilde and any other volunteers who helped with plowing the snow during my absence. They plowed a lot of snow. The roads are in really bad condition and we will work on them once the snow has stopped and I am back in MD. There has been no change to the maintenance log since it was last submitted, except for the road work that Chris Shelton performed. I can be reached at 410-287-7588 if there are any problems or concerns.

- Roads / Drainage Improvement and Planning (John Murray)

**Mason Lane**

**Easement:**

I have met with Mr. and Mrs. Chirra, residents of 50 Mason Lane, regarding the emergency vehicle access easement, both are amenable to the idea as described at the last BOD meeting.

It is our recommendation that the Board President, as advised by the Legal Committee Chair and our counsel, prepare the necessary correspondence and proceed with recording the Easement. A suggested wording might be....."Dear Mr. and Mrs. Chirra, Thank you for meeting with John Murray and for allowing an Emergency Access Easement on your property at 50 Mason Lane. We will begin the necessary paperwork for recording the easement with the County and will keep you informed of our progress. This is an important project for the residents of Mason Lane and the Community and your assistance is valued and appreciated."

*Discussion: This correspondence should also clarify that all costs associated with this easement will be borne by Chesapeake Isle and not the Chirras.*

**Survey:**

All Board members have received a copy of the American Engineering Services proposal for \$ 4,700. for the survey work necessary to complete the Forest Stand Delineation and Non Tidal Wetland Survey at Mason Lane. It is our recommendation that this proposal be approved so that the work on Mason Lane can continue as scheduled.

*Discussion:*

- *This survey must be completed before MDE will allow any phase of this project to proceed.*

*Question from Don Smith:*

*At last month's BOD meeting the design phase of the Mason Lane project was reported as "70% complete"; is that 70% for the entire project or just for the first "steep slope" section?*

*Answer: The 70% figure is for the entire project with the exception of the Emergency Access turn around. The entire project gets designed first; then divided into three sections / construction projects. The Emergency Access Turn around is a separate project, which will be under 5,000 sq.ft. of disturbance.*

A motion was made, seconded and approved unanimously to accept this proposal.

- 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.

Our Kubota lawn mower has been serviced by Burke Industries and is ready for this year's mowing season.

Our tractor developed a hydraulic fluid leak at a seal on the right front wheel during road repairs. It was transported and repaired by Ag Industries at a cost of \$481. As a result of this breakdown, a contractor was hired for snow plowing for the last storm (\$350.).

Chris Shelton is exploring options for purchase of a new Community tractor, including trade in value, price and financing options. He is looking at a New Holland (Ford) Model T-4 with about 50% more horsepower than our current tractor which will accept our current attachments (plow, mower deck, etc.). The higher horsepower will facilitate plowing, road repairs and the many other tasks which are performed with our tractor.

Preliminary cost projections: We currently have about \$17,000 in the tractor replacement fund; purchase price is estimated to be approximately \$45,000, less trade-in and the funds in the replacement fund we would need to finance roughly \$18,000. This purchase will require a vote at the Annual Meeting.

We are also investigating changing the door on the Maintenance garage to accommodate the new, taller tractor. The current door is 96" tall and the proposed new tractor is roughly 104" tall.

- Web page / e-mail (Gordon Hawley / John Reber)

Routine updates continue to be performed. Please report any additional web site revisions to Diana Hawley. [chesapeakeisle.secretary@gmail.com](mailto: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.

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 and November 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.

Justin will attempt to contact the Superintendent before Sonny returns to CI.

#### **Road Repairs**

It is no secret that our roads have taken a beating this winter. Chris Shelton will be organizing road repair crews as soon as the snow and ice melt away – watch for future Hot Topics on the subject or, be proactive and contact Chris to volunteer!

### **BUDGET COMMITTEE**

Committee volunteers are: Bill Dryden, Andrea Gilde, Diana Hawley, John Murray, John Reber, Chris Shelton and Justin Thomas.

No community volunteers were present at the March Board meeting; consequently, John Reber volunteered to sit on this Committee to fulfill the seven member requirement of the by-laws (six members plus the President).

The first meeting of the Budget Committee was held immediately following the March Board meeting on March 18, 2014.

*After meeting action: The next meeting of this committee will be held March 23, 2014.*

### **New Business**

No new business was presented.

**Meeting adjourned:** A motion was made to adjourn the meeting; all in favor. The meeting was adjourned at 8:47 pm.



The next monthly Board meeting is scheduled for Tuesday, April 15, 2014, at 7:00 p.m. at the Pavilion.

Respectfully submitted,

Jim Carter, CICA Secretary