

**CICA Board of Directors' Meeting**  
**January 19, 2016**  
**7:00 p.m.**

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**Board members present:** Mike Beiter, Jim Carter, Ray Farnesi, Tom Grieco, John Murray, John Reber, Justin Thomas, William Wood

**Board members absent:** David Haines, Sonny Hayes, Cindy Mistysyn, Chris Shelton,

**Community members / guests present:** Marc Beckert, Karen & Bill Dryden, Andrea Gilde

**Pledge of Allegiance**

The Pledge was led by Ray Farnesi.

**President's report (Ray Farnesi for Chris Shelton)**

There are many people who we need to thank for their service to the Community.

Thanks to Karen Dryden for chairing the Holiday Wine and Cheese and to Brian and Susan Clare for hosting this event.

Thanks to Susan Schooley for chairing the Christmas Caroling, and Sonny and Sara Hayes for providing the music and emceeing. Thanks to all who contributed soup and goodies afterwards.

Thanks to Susan Seeley for organizing the Holiday Card Delivery, and Pat Day for hosting the card drop-off box. Thanks to all who sorted, organized and delivered cards.

Lastly, thanks to Tammy Martin for chairing the Holiday House Decorating Contest and to all those who served as judges.

We are pleased to announce that all of Mason Lane and the major portion of the road paving has been completed and paid for! Thanks to all who contributed in ways big and small. There is still some fine tuning to be done, as well as the project on Caldwell to complete.

For those of you who do not know already, the new / replacement bridge on Old Turkey Point Road is now open. Using this road trims about 3 miles off of the trip to Elkton.

This project was dropped from the Cecil County Road Repair list a few years ago. Joan Ferrick was instrumental in obtaining roughly 700 signatures on a petition which successfully requested that Cecil County reinstate this bridge project. Many thanks to Joan for her efforts – the diligence of one person can make a difference!

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

Jim e-mailed the draft minutes to the Board on December 20, with a response deadline of December 23. Final minutes were e-mailed to the Board on December 24, and were approved 11 yeas and 1 non-vote which counted as a yeas with minor requested changes incorporated.

The final minutes were posted on the website and on the Beach and Harbor bulletin boards on December 26, 2015.

A motion was made and seconded to approve the Secretary's report for December. All in favor.

**Treasurer's Report (Andrea Gilde for John Reber)**

Andrea presented and reviewed the December **CICA** Monthly Treasurer's Report providing an overview of the income and expenses.

Income: \$ 240.00 – Boat storage  
1.96 - Donation  
85.00 – Keys  
495.00 – Membership  
195.00 - Moorings

Expenses:

\$ 197.80 - Community events – pavilion supplies  
33.24 – Electricity  
1200.91 – General Maintenance – salt spreader  
55.00 – Legal Fees – safe deposit box, bank fee  
39.99 - Internet  
13.62 – Pavilion - new flag  
239.70 – Book keeping – QuickBooks online annual fee  
- Kubota mower paid in full – no payments remain

Andrea presented and reviewed the December **Community Maintenance** Monthly Treasurer's Report.

Expenses:

\$ 31.59 – Electricity  
63.00 – General Maintenance / Erosion  
2395.00 – Insurance – liability, tractor, Kubota, buildings.  
698.49 – Maintenance – tractor starter, battery, relay – 80/20 split with CICA  
95.94 – Printing / Mailing – Paving invoices  
37860.00 – Roads / General Maintenance – Mason Lane  
383.45 - Bookkeeping, toner, checks

Andrea presented and reviewed a summary of the **Road Paving Account** funds.

September 2015 through December 2015

	Deposits	Debits	Balance
September	\$ 288,600.00	\$ (46.67)	\$ 288,553.33
October	592,125.85	(820,886.33)	59,792.85
November	67,852.18	(112,754.35)	14,890.68
December	12,266.41	(3,530.15)	23,626.94

Note: Deposits / Debits in October 2015 include transfers from the savings to the checking account. We have the savings account due to slightly higher interest paid.

Payments:

\$ 41.67 - Checks  
218,333.33 – Allen Meyers for asphalt material  
218,333.33 – S&M Paving  
68.25 – Credit card fee  
6,148.60 – Eric Sturm  
3,250.00 - Pelsa

100,000.00 – S&M Paving  
 287.50 – Bookkeeping  
 8.74 – December loan payment  
 9.61 – January loan payment  
 1100.00 – S&M  
 2411.80 – Eric Sturm  
**\$ 549,992.83 – TOTAL PAID TO DATE**

Total amount assessed	=	\$ 719,400.00 - 323 lots X \$ 2200.00
Collected as of 1/19/16	=	\$ 588,884.36 - 82%
Balance owed	=	\$ 130,515.64
From unpaid lots	=	\$ 74,800.00 – notices sent to 25 property owners representing 30 properties.
From payment agreements	=	\$ 55,715.64
Paid in full	=	258
Partial payment	=	29
Payment agreements	=	34

A motion was made, seconded and unanimously approved to accept the Treasurer’s reports for December.

**Committee Reports**

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)  
 The date for the 3rd Annual 5K has been set for Saturday, April 2, 2016, 10:00 am. Diana and I are working on the marketing materials. Registration will open as soon as Chris activates the [active.com](#) link. Ed Campbell has agreed to be a sponsor again, and we welcome other community members and local businesses to act as sponsors.
- Architectural Review (Bill Dryden)  
 Since the last Board Meeting the following have been approved:

Rich & Wendy Gilbert – Lot: M-16  
 33 Rolling Avenue  
 Construct a 24’ x 24’ detached garage

Rob Hinkleman – Lot: V-01A  
 32 Caldwell Road  
 Install an 8’ x 10’ shed behind their garage
- Beach (Jim Carter)  
 The Beach is closed for the season.

**PARKING:** All vehicles using the Beach or Harbor parking areas must display a CICA sticker, or a Guest Pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

The Pavilion door locks were changed on 9/15/15. New keys have been issued; if you were skipped during the initial distribution of keys, let me know.

Contact Jim at: [jtcarterphoto@comcast.net](mailto:jtcarterphoto@comcast.net)

- Bulletin Boards (Karen Dryden)

The December Board Meeting minutes were posted; no other activity for the month.

**Reminder:** Classified and for sale ads will remain posted for three months and then be removed.

- Community Events (Tiffany Murch)

CICA had the following events since the last meeting:

Holiday House Decorating contest, Chaired by Tammy Martin.

Christmas Caroling, chaired by Sue Schooley.

The Progressive Dinner is coming up on March 12; Dawn Campbell has volunteered to chair this fun event.

- Fourth of July (Diana Hawley & Andrea Gilde)

Nothing new to report. Diana and Andrea are soliciting volunteers to chair this event!

- General Maintenance / Erosion (Sonny Hayes)

No general maintenance required this month.

I can be contacted at 410-287-7588 or [hayes5626@aol.com](mailto:hayes5626@aol.com).

- Grass Mowing (Karen Dryden)

Nothing new to report; CICA's cutting of empty lots has been completed for the season.

The 2016 mowing season is the last year for our annual rate of \$ 172.50; the contract price will increase for the 2017 mowing season.

- Harbor (Marc Beckert)

The State Park along with the DNR has allowed duck hunters to set up in a designated spot between our two piers. There is a marker out there that has drawn some attention from members in the community. I confirmed with the state park that Hunters are allowed to set up, in fact they pay a fee to the state park for rights to that particular spot.

To date I have observed one duck boat in that spot. I am sure there have been others through this duck season.

Back in December, the Hobie Cat that was left at the harbor was retrieved by Andrew Shaw. He recently purchased it from the Szeps and was not aware of the harbor policy to remove all sailboats from the harbor by mooring pull day. He took it home with no issues.

My contact information:

Marc Beckert

[marcbeckert@outlook.com](mailto:marcbeckert@outlook.com)  
443-693-3462

*Discussion:*

Marc asked how much money was currently in the pier replacement fund?  
Answer: \$ 20,000; the estimated cost of replacement is \$30,000.

See also "New Business" for a discussion regarding hunting rights to the Harbor area

**PARKING REMINDER:** All vehicles, **including boat trailers**, using the Harbor parking area must display a CICA sticker, or a Guest Pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

- History (Pat Day)

Nothing to report at this time.

- Legal (Bill Dryden)

The court date for Mr. & Mrs. Timothy & Sherrie Smith – Lot: U-02, scheduled for January 21, 2016 has been cancelled. Our attorney has received a check in the amount of \$1,600.00 which will cover Maintenance Fees plus interest for 2014 & 2015, plus some grass mowing, attorney fees and court costs.

The collection hearing for Loretta Foley, Lot: N-12 is still scheduled for January 28, 2016.

- Library (Joan Ferrick)

Even though the Library is closed for the season; the books come in and the books go out!

Please contact Joan Ferrick (410-287-9595) to access the library during off the season.

- Membership (Karen Dryden)

**2011 MEMBERSHIPS:**

(2) – Lot owners have not responded or paid two years or more prior to 2012.  
(Hill) in foreclosure

**2012 MEMBERSHIPS:**

(319) – Lot owners have paid their Maintenance Fees for 2012 to date (98.76%)

(242) – Of those paid have joined the Association

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

(1) Lien placed against (Foley/Jones)

(2) In foreclosure - Hill (2) lots

**2013 MEMBERSHIPS:**

(318) – Lot owners have paid their Maintenance Fees for 2013 to date (98.45%)

Plus (4) Mason Lane owners

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

(3) – Hill and Ostasewski – in foreclosure

**2014 MEMBERSHIPS:**

(316) – Lot owners have paid their Maintenance Fees in full for 2014 to date (97.83%)

Plus (5) Mason Lane Owners  
(211) – Of those paid have joined the Association (65.32%)  
(2) – Hill – in foreclosure  
(1) – Ostasewski – foreclosure took place – awaiting court decision

**2015 MEMBERSHIP:**

(310) – Lot owners have paid their Maintenance Fees in full for 2015 to date (95.97%)  
Plus (4) Partial payments  
Plus (5) Mason Lane Owners  
(2) Hill - in foreclosure  
(1) Ostasewski – foreclosure took place – awaiting court decision  
(181) – Of those paid have joined the Association (55.03%)

**2016 MEMBERSHIP:**

(110) - Lot owners have paid their Maintenance Fees in full for 2016 to date (34.40%)  
Plus (3) partial payments  
Plus (2) Mason Lane Owners  
(74) - Of those paid have joined the Association (22.91%)

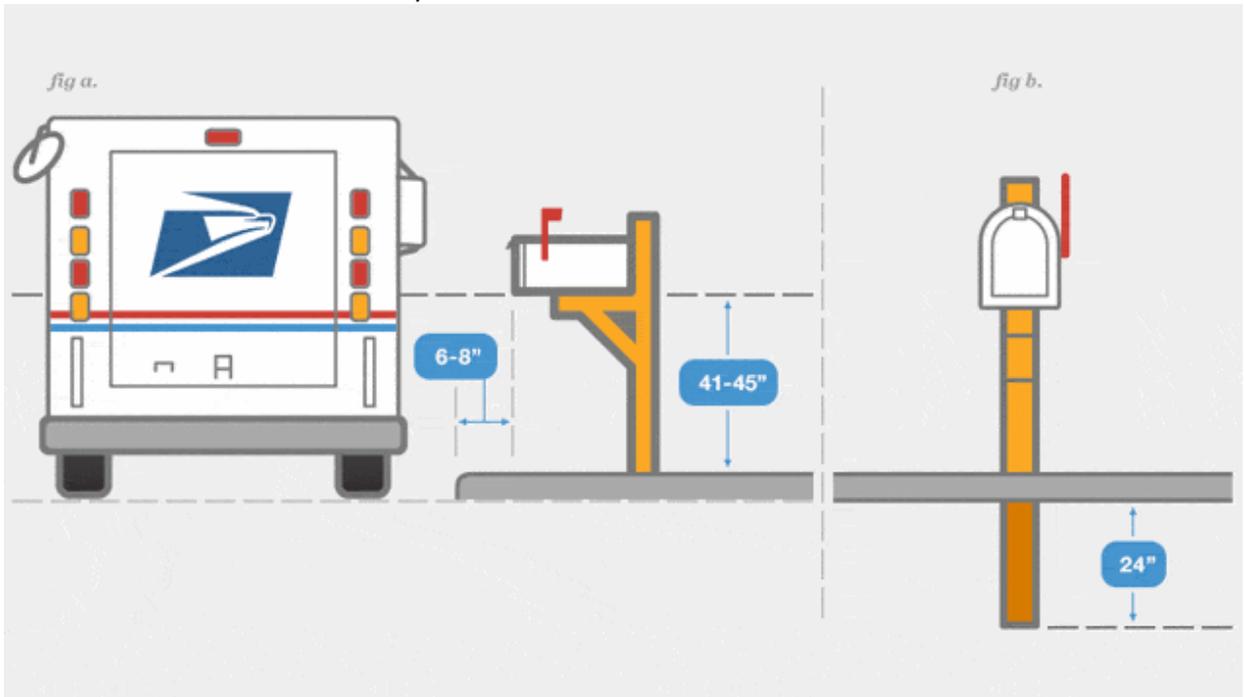
- Lots U-02 (T. Smith and N-12 (Foley) were turned over to our Attorney for collection.  
- 2016 Invoices were sent out November 15, 2015.  
- 2016 Payments are due February 15, 2016.

- Newsletter (Marianne Wood / Andrea Gilde)  
Marianne and I met and we will work together to get the Winter Newsletter out later this month or early in February. We are waiting for the submission of a 5K report and link and the President's Message. So far smooth sailing. Thanks to Bill Wood for scaring up the Publisher software for Marianne's computer.

Please submit copy to Marianne at [mwood1197@gmail.com](mailto:mwood1197@gmail.com)

- Nominating (Sonny Hayes)  
There are 4 directors whose terms expire next year, two have already agreed to serve for a second term, one director is ineligible to serve again and one is unknown at this time. If you know anyone who would like to serve, please nominate them! Directors must be members of CICA.
- Pavilion Rentals (Sonny Hayes)  
There is one reservation already booked for October 2016. Please note that in order to reserve the Pavilion for a private event, you must be a member of CICA.  
  
I can be reached at 410-287-7588.
- Road Maintenance and Drainage (Sonny Hayes)  
Road maintenance and drainage seem fine now that the paving of all roads is complete. I can be reached at 410-287-7588 if there are any problems or concerns.
- Roads / Drainage Improvement and Planning (John Murray)

There seems to be some confusion on the part of some of the residents with regard to CICA's role regarding mail boxes. All roadways with some exceptions, Beach and parts of Mason Lane are a constant 20ft wide. Below are the US Post Office guidelines for the installation of rural delivery mailboxes.



Proper installation of mail boxes was and still is the homeowner's responsibility. Individual pull offs for mail boxes were not in the scope of this project and are not the responsibility of CICA.

Our mail carrier arrived while Ray Farnesi was in the process of moving his mailbox. The mail carrier wishes to extend his thanks to the Community for paving our roads! The mail carrier said that his route is much more pleasant now that he is not breathing dust all day and needing to blow the delivery truck out every day with compressed air.

#### **Caldwell Rd.**

The Caldwell drainage is still in design. I expect review prints this week. We will implement construction as soon as we can, weather permitting.

#### **Public ROW**

Now that the communitywide paving project is completed we need to look to the next phase of maintaining the Public ROW. All catch basins and pipe openings should be kept clear of leaves and debris, to allow the free flow of run off. A summary of the work we have accomplished over the past several years was included in the newsletter and is attached here for your reference.

#### **Some swales will need specific attention and they are:**

**Ken Harvey Intersection of Turkey Point Rd and Pine Ln.** – In heavy rains drainage flows from Diana Way and is not contained in the State ROW swales. These swales need to be cleaned. The State DOT has been notified regarding this area as well as the area at the south intersection of Mason Lane and Turkey Point Rd. Mr. Harvey was also advised

how to grade his property to prevent this overflow from interfering with his septic field. Additionally CICA will need to clear the drainage swale on the south side of Pine Lane near the Anderson property.

**Rolling Avenue.** – The outfall of the driveway pipe at the Manges property as well as the swale across the street has years of siltation built up from the gravel roadway. This will continue to prevent the free flow of drainage and needs to be re shaped.

**55 Bennett Ave.** The swale that is along the south side of Bennett Ave. needs to be reshaped. What I originally thought was a clogged pipe is actually the swale itself that does not drain leaving standing water especially in the area of the 55 Bennett Driveway

**North Intersection of Cliffview Ave, and Rolling Ave.** have cinder blocks and rail road ties that serve no purpose and should be removed.

#### **Future Projects in the Works**

Paving of the parking area at the Pavilion.

Paving and design of the parking area at the Boat Launch, Street Tree Plantings.

#### **Chesapeake Isle Civic Association Comprehensive Plan**

In 2011/2012 the CICA BOD recognized that the constant erosion of the gravel roadways throughout this community would never improve unless something was done on a more permanent basis. They began with a small group of volunteers to identify the problem areas and began to investigate alternatives for implementation, and what resulted was a strategy for the future and a Comprehensive Plan.

The project area included a 400 acre parcel of over 300 lots with 265 homes in Cecil County Md., at the head of the Chesapeake Bay. Responsibilities of the design team included aerial and ground topographic surveys, wetland delineation, watershed management, roadway horizontal and vertical alignment, vehicular and pedestrian circulation patterns, parking and recreational areas such as beach, harbor and pedestrian trails.

Work included community consensus meetings, get out the vote campaigns, planning, schematic design, hydraulic analysis and engineering, construction documents and supervision, maintenance planning and recommendations.

Oversight and reviewing agencies included the owner CICA, Cecil County Department of Public Works, DNR Tidal and Non Tidal Wetlands, and The Corps of Engineers.

#### **Specific Project Areas**

##### **Harbor Road Access**

A poorly designed existing roadway and major access point to this community's main recreational feature, required watershed analysis, site design and engineering and best management practices to eliminate, flooding, siltation and the drainage of water onto private land.

##### **Bennett Avenue and Rolling Avenue Intersection**

A major collection area for this section of the community was left off the original site design, resulting in excessive flooding and siltation. Watershed analysis, site design and

engineering and best management practices were utilized to eliminate, flooding and siltation in this area.

#### **Cliffview Drive and Gull Circle**

To correct poor existing site layout and drainage design of this intersection and cul-de-sac, watershed analysis, site design and engineering, horizontal and vertical alignment, and best management practices were utilized to eliminate, flooding and siltation in this area.

#### **Community Wide Paving**

Once the major drainage infrastructure was reviewed and analyzed and significant improvements to grading, drainage swales, catch basins and manholes were established the consultants then were able to embark on the community wide paving project. Since its original design and implementation in 1978 this subdivision had approximately five miles of roadway that until 2015 remained unpaved. Years of volunteer maintenance, continued growth and the development of the community with over 80% of the lots now improved, it was time to address this much needed improvement. Work included horizontal and vertical alignment and strict on site, construction coordination, compaction testing and analysis.

#### **Mason Lane**

Mason Lane was originally built as a drive to service a small section of the community for a few homes. Done without design or engineering this access way was nothing more than a logging road cut diagonally across a 45% grade in an area immediately adjacent to a Non Tidal Wetland and Wetland Buffer, in soil that is extremely sensitive to erosion. The design team began a systematic precision design approach that separated ground water from runoff and utilized state-of-the-art erosion control measures and best management practices.

#### **Caldwell Road**

What would normally appear to be a simple drainage solution to roadway run off is complicated by this area's amount and location of underground utilities. Again the design team utilized a systematic precision design approach to implement a workable design solution and best management practices.

#### **Things to Come**

Looking to the future the BOD and the design team will continue to implement community wide improvements such as ROW erosion control measures, and planting, and improved harbor area and beach area parking and access.

- **Shoreline Erosion (Don Manges)**

Nothing to report.

- **Tractor (Tom Grieco)**

The poly cutting edge is installed on the tractor blade and is ready for snow plowing. The \$ 520. cost for this edge was slightly less than anticipated.

Thanks to Tom for getting this installed "just in time" for the predicted storm this

weekend!

- **Web page / E-mail /Technology (Diana Hawley )**

Routine updates continue to be made to web site.

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.

**Old Business**

**Road Signage:**

- Every road has a 15 mph speed limit sign and a “Private Road” sign at the intersection with Turkey Point Road; Mason Lane has a 5 mph speed limit sign.
- If we need to purchase Stop signs for speed control, we will have to purchase them – the County will not provide them.
  - [www.safetysign.com](http://www.safetysign.com) is a supplier suggested by the County sign office.

**Hinkle Property:**

The construction materials continue to be an ongoing issue on this property. The materials have been on the property for several years and there is no progress on the structure.

- Tom Grieco will try to meet with Mr. Hinkle to discuss this situation
  - I met briefly with Richard Hinkle on October 18 concerning the construction materials stored on his property. He had other topics that he wanted to discuss, so we will meet again later.
  - Mr. Hinkle feels he is being singled out somehow for not conforming to the Association rules; this is true, due to complaints from the neighbors.

**CERT Training :**

To be scheduled by Chris.

- Chris has a company lined up to do the training.
  - We will put out a feeler to try to gauge attendance – may be too large to be hosted at the Pavilion.
    - Chris will investigate using the Training Room at the N.E. Fire Co.
  - **Chris has a AED** (Automated External Defibrillator [the heart paddles!]) in possession which he purchased for Blue Cheetah.
    - **Chris is trained to use it; if you are trained please let us know.**

The Spalls on Mason Lane are withholding payment of their paving assessment due to alleged damage to their property. There was no reply as yet regarding specifics as to the nature of the damage.

- John Murray is aware of a fence section which was damaged during construction and a replacement fence section has already been ordered by the contractor.
  - **January meeting update:**
    - The contractor received and rejected one section of fence because it

- did not match the existing fence; fence section is re-ordered.
- John has still not received any reply from the Spalls regarding specifics as to the alleged damage to their property.
  - It is impossible for the Board to address the problem until we know the nature of the damage.
- The Tractor Committee is investigating the possible purchase of a large pick-up or small dump truck to be fitted with a plow and salt spreader for our snow plowing needs. Our tractor is quite serviceable for snow plowing purposes, but a truck mounted plow may be better with our newly paved roads.
  - Tom Grieco pointed out that we currently have \$ 20,000. in the Tractor Replacement Fund and asked if we could use this money for a truck purchase. He reported that the tractor was only used 86 hours in 2015 – for road maintenance, Community projects and snow plowing.
  - It was the feeling of the Board that we should explore the purchase of a truck, hiring outside contractors for plowing and other options which may present themselves.
    - The consensus of the Board was that the Community needs to maintain a tractor for purposes other than snow plowing.
    - The Board believes the money in the Tractor Replacement Fund could be reallocated by a vote at the Annual Meeting.
    - Use of the tractor declined dramatically when we purchased the Kubota mower and will decline further if we no longer used the tractor for plowing; these factors would combine to significantly extend the useful life of our tractor.

### **New Business**

- Justin Thomas informed the board that the Community has the ability to reserve the offshore hunting rights with DNR for waterfront from the Beach area to the Harbor for community use only. The yearly cost for registration is \$20.00 per year, for a maximum of 3 years per blind stake. Justin is familiar with the process to register blind-sites for riparian property owners. CICA is the shoreline property owner, Maryland riparian laws stipulate that the property owners have the first rights to secure their frontage. If the property owner does not claim the rights, they are distributed by a lottery system.

By securing the hunting rights to these areas, we can assure that only Community members will have access to the sites, thereby removing the possibility of non-community members using our roads and launching area for access. All regulations and distance requirements would remain the same.

- A motion was made, seconded and unanimously approved to secure the rights.
  - Several ideas were presented as to how the hunting rights could be utilized by community members and how the cost could be distributed; formation of a “club” was one idea presented.
  - Time is of the essence to get the paperwork submitted to secure these rights; the Board felt it was prudent to proceed immediately.

<http://dnr2.maryland.gov/wildlife/Pages/Licenses/riparian.aspx>

**Announcement of next Board Meeting:**

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, February 16, 2016, at 7:00 p.m. at the Pavilion.

**Meeting adjourned:** A motion was made and seconded to adjourn the meeting; all in favor. The meeting was adjourned at 8:24 pm.

Respectfully submitted,  
Jim Carter, CICA Secretary