

NOTE: Due to unusual circumstances, the June minutes were posted in draft form on the Community bulletin boards on July 19. The June minutes were approved unanimously at the July 19 Board Meeting with one minor change to the “Kubota Mower” section incorporated.

- The final June Minutes were posted to the website on 7/22/16.

**CICA Board of Directors’ Meeting
July 19, 2016
7:04 p.m.**

Board members present: Mike Beiter, Jim Carter, Ray Farnesi, Tom Grieco, Sonny Hayes, Cindy Mistysyn, John Reber, Chris Shelton, Justin Thomas, William Wood

Board members absent: David Haines, John Murray

Community members / guests present: Beth & Marc Beckert, Brian Clare, Andrea Gilde

Pledge of Allegiance

The Pledge was led by Chris Shelton.

President’s report (Chris Shelton)

As summer and the boating season progress, the seasonal problem of parked vehicles and boat trailers partially extending into the roadway is again a problem. This is a hazard for drivers, especially at night. Please be sure that your vehicle or trailer is completely out of the roadway.

The Foley / Jones appeal went to trial on July 8 in Circuit Court. (See “Legal” committee report also.) Karen and Bill Dryden, Diana Hawley and Chris Shelton attended the trial, and Andre Gilde appeared as the witness at the trial. This was an appeal filed by Foley / Jones to a prior ruling by the Court, the Court has again ruled in favor of Chesapeake Isle.

Secretary’s Report (Jim Carter)

Jim e-mailed the June draft minutes to the Board on July 18 for review prior to this meeting.

The June minutes were posted in draft form on the Community bulletin boards on July 19.

The June minutes were approved unanimously with one minor change to the “Kubota Mower” report incorporated.

A motion was made and seconded to approve the Secretary’s report for June and was approved unanimously.

Treasurer’s Report (Andrea Gilde for John Reber)

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

Income: \$ 40.00 – Boat Storage
 5.00 - Keys
 30.00 - Membership
 245.00 – Pavilion rental

Expenses:

- \$ 77.27 – Community events – Summer Social, yard sale, pavilion supplies
- 39.57 – Electricity
- 459.00 – General Maintenance – contract mowing
- 204.20 – Workman’s Comp – 20%
- 39.99 - Internet
- 90.43 – mooring drop supplies
- (1,475.83) – transfer of CM share, earlier transaction, tax refund
- 740.38 – 4th of July – supplies, start up cash / change
- 500.00 – Charitable contribution – North East Fire Company
- 10.99 – Bookkeeping / accounting – Bank fee, NEAT fee

Andrea presented and reviewed the June **Community Maintenance** Monthly Treasurer’s Report.

Expenses:

- \$ 403.43 - Beach - sand
- 32.14 – Electricity
- 486.00 – General Maintenance – contracted grass mowing
- 26,057.39 – Pier Replacement*
- 816.80 – Insurance – Workman’s Comp – 80%
- 6209.60 – Roads / General Maintenance - Caldwell design – Phase 2
- 1475.83 – Taxes
- 320.00 – Bookkeeping / Accounting

* = \$10,000. was allocated for the Pier Replacement Fund in FY 2014-15 and 2015-16 (see Pier Replacement Fund - \$20,000.) A 3rd year of \$10,000 allocation was planned for 2016-17. Due to storm damage during the winter of 2016, the pier replacement had to be performed earlier than expected. \$23,500 was paid to Kingfisher to install pilings and stringers. \$2557.39 was spent to purchase lumber for the decking. The decking will be installed by volunteer labor during FY2016-17, with some expenses expected; Bob Biedermann is leading this project. These will be accounted for under general Harbor expenses on the Treasurer’s reports for FY2016-17 without having a dedicated line item. We were able to pay the uncollected balance out of our general funds without collecting \$10,000 for the 3rd year. \$20,000 was not transferred back from Reserve to checking.

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

Road Paving **Savings** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
May-16	--	--	--	--	\$ 110.90
June-16	--	--	--	--	\$ 110.90

Road Paving **Checking** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
May-16	14,723.08	7,220.00	--	(394.68)	\$ 17,961.27
June-16	13,028.29	(20,657.07)	--	(379.00)	\$ 9,953.49

Road Paving **Line of Credit** Account:

	Payment / Withdrawal	
5/31/16	\$ 327.71	- Loan payment
6/20/16	\$ 329.36	- Loan Payment
6/30/16	\$ 20,000.00	- Loan Payment

Loan Balance as of 7/7/16 = \$ 67,828.39

Total collected as of 7/11/ 16 = \$ 677,699.13

Paid in full lots = 273 = 90%

Payment agreements = 35 owners representing 37 lots – 4 are delinquent

Unpaid or no contact = 15 owners representing 17 lots

Total – 305 lots have paid or entered a payment agreement = 94%

The Treasurer's CICA, Community Maintenance reports for July were approved unanimously.

Committee Reports

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)
The date for the 5th Annual event has been set for April 1, 2017. Mark your calendars!
- Architectural Review (Bill Dryden)
Since the last meeting we approved the following:
 1. Ed Campbell, Lot: C-12 – Darrel Rd.; Construction of a new home, which has been sold.
 2. Joe & Jennifer Greenfield, Lot: G-01 – Cliffview; 10' x 20' storage shed.

County permits for both have been received

Discussion:

The Killian's have filed for a front set back variance. Their home is for sale and it was discovered that the contractor who enlarged a bathroom for them in 1997 had not obtained the appropriate set back variance – the addition runs over the front set back line by about five feet.

Chesapeake Isle will not dispute this variance application.

- Beach (Jim Carter)
Thanks to the many volunteers who helped with seaweed removal on July 3 in preparation for the 4th celebration!
 - One of the children's swings was repaired.
 - One outdoor GFCI outlet was replaced in preparation for the July 4th event.
 - One of the "big kid" swings seats broke and was removed, a replacement seat and an additional spare are on order.
 - Kathy Lichtenstein polled the parents during registration for the Bike Parade at the 4th

of July as to what type of sand they wanted for the beach area. The coarser, yellow sand won the poll. Kathy will be ordering some additional sand for the beach soon.

- Sand is to be delivered this Friday.

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.

DOGS AT THE BEACH AREA:

Please bear in mind that dogs, no matter how well behaved, are not welcome at the beach, picnic and pavilion areas. Signage is present on the beach access road stating this rule. Dogs are welcome at the Harbor both on land and for swimming. Owners are requested to clean up after their pets throughout the Community. Thank you!

Discussion: The Spalls may have a children's swing set that they would be willing to donate to the Community.

- Jim will measure the set and determine if we could fit additional equipment into the existing playground area.

Contact Jim at: jtcarterphoto@comcast.net

- Bulletin Boards (Karen Dryden)

Chris and Andrea posted the June draft minutes on both bulletin boards on July 19.

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

- Community Events (Tiffany Murch)

From Kathy Lichtenstein:

The Family Camping event will be held on August 6 at the Beach and Pavilion.

- Dinner of hot dogs and watermelon provided.
- Bring a covered dish to share!
- Campfire, sing-along and scavenger hunt planned for the evening.
- Pitch your tent wherever you like.
- Pancake breakfast on the morning of 8/7.

Beth Beckert:

This coming Friday is the Bingo and Ice Cream Social!

- Fourth of July (Diana Hawley & Andrea Gilde)

The 4th of July was a huge success under Diana and Andrea's watchful eyes. Many thanks to all who volunteered their time and energy! A special thank you goes out to the Giobbe's who arranged a major donation from Shoprite in the form of some food items and deep discounts on others!

This was the most profitable 4th of July event ever! Gross receipts = \$ 4154.00, Expenses = \$1129.85, for a net profit of \$ 3024.15.

There is too much to report here, check the Newsletter for a full report!

- General Maintenance / Erosion (Sonny Hayes)

The people from the County Sign office came out today and we drove the neighborhood. We purchased our street signs from the County some years ago, as a part of that purchase price the County agreed to maintain them and replace if needed.

There is a sign for Pine Lane which needs repair, they will repair and reinstall that sign. Justin asked that it be installed on the opposite corner of where it was to perhaps let people know that his driveway is not Pine Lane.

The agreement with the County only applies to the street name signs – not our Private or speed limit signs.

I can be contacted at 410-287-7588 or hayes5626@aol. com.

- Grass Mowing (Karen Dryden)

OPEN LOTS:

(38) CICA Seasonal Contracts (representing 42 lots) were sent out on March 20, 2016

(26) Paid Contracts received to date

(10) Own arrangements

(1) No response

(1) Cannot be cut

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)

Kingfisher has completed their portion of the work on the Fishing Pier; all of the new pilings are driven and the new cross members are installed.

Bob Biedermann has volunteered to spearhead the crew to install the plank decking. Thanks to all who help with this project!

Last weekend was very busy at the harbor. Please keep in mind that our floating dock is only to be used for loading and unloading! We do have a small courtesy mooring available for short daytime stays – it is the one with the smiley face!

A disabled boat arrived at our ramp last weekend and Marc took the stranded boater to Port Deposit to retrieve his trailer.

We need some additional signage at the Harbor indicating the Private status. A boater recently commented to a resident, “I thought the Park would have had more amenities.” The boater was informed they were at a private ramp and not at the Park.

- We have a recently retired sign professional who may be able help with signage for the Community.

DOGS AT THE HARBOR AREA:

Your well behaved dog is welcome at the Harbor, both on the land and for swimming! However, please clean up after your pet, both here and everywhere in the Community. Thank You!

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.

Marc Beckert, marcbeckert@outlook.com , 443-693-3462

- History (Pat Day)
Nothing to report at this time.

- Legal (Bill Dryden)
Re: Foley/Jones – Lot: N-12

The Court Hearing in our effort to collect Maintenance Fees for 2014 – 2015 was held on July 8, 2016.

Once again the court ruled in our favor and a lien will be automatically filed against the property and will join the lien for 2012 & 2013.

I do not understand their reasons for not paying their share to maintain our community without taking them to court.

These hearings use a lot of volunteer labor time and runs up our legal fees, which the “whole community” pays for...

- Library (Joan Ferrick)
“The books come in and the books go out!” ®

The Library is open Saturday mornings, from 10:00 to 11:30.

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

Kathy Reilly-Naumovich has volunteered to take over the Library! Joan is providing OJT to Kathy . Thank you to Kathy for volunteering to fill this post!

- 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

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

(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.

(2) – Hill - foreclosure

(1) – Ostasewski-foreclosure took place- awaiting court decision

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 (2) Partial payments

Plus (5) Mason Lane Owners

(2) Hill - in foreclosure

(1) Ostasewski – foreclosure took place

(181) – Of those paid have joined the Association (58.38%)

2016 MEMBERSHIP:

(306) - Lot owners have paid their Maintenance Fees in full for 2016 to date (94.7%)
Plus (1) partial payments

Plus (5) Mason Lane Owners

(4) – Lots in foreclosure (2) Hill, Arabejo, & Ostasewski

(198) - Of those paid have joined the Association (64.3%)

- 2016 Invoices were sent out November 15, 2015.

- 2016 Payments were due February 15, 2016.

- 2016 Second Invoices were sent March 1, 2016.

- 2016 Third Invoices were sent the end of April, 2016.

- (3) 2015-2016 Past Due Letters were sent July 8, 2016.

- Newsletter (Marianne Wood / Andrea Gilde)

The July issue of the Newsletter has been distributed as of today. This issue contains important information regarding next year's budget to be voted on at the Annual Meeting of property owners.

Andrea commented that Marianne did a great job – her OJT is going very well!

Please submit copy for the October issue to Marianne at mwood1197@gmail.com

- Nominating (Sonny Hayes)

There are 4 directors whose terms expire this year, one director has agreed to serve for a second term.

Candidates are Mike Beiter (2nd term) Joe Greenfield, Diana Hawley and Christine Valuckas.

- Pavilion Rentals (Sonny Hayes)

The Pavilion is currently reserved for the following dates for 2016:

7/22 (Ice Cream / Bingo), **7/23** (Private- Thomas), **7/29** (Summer Social), **7/30** (Private – Hallett), **8/6** (Family Camping), **8/13** (Private), **8/19** (Private), **8/20** (Private – Ordway),

8/26 (Summer Social), **8/27** (Private), **8/28** (Annual Meeting), **9/17** (Private), **9/24** (Social / Event), **10/1** (Private- Hartman), **10/15** (Clean Up Day), **10/29** (Halloween Party), **12/17** (Christmas Caroling)

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)

I again graded the Beach parking area, so there is not a huge rut at least for a while.

I am working on a repair for erosion at the end of a drain pipe at the Gilbert's, a possible quick fix is the addition of some dirt and stone and adding a drain grate.

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

- Roads / Drainage Improvement and Planning (John Murray)

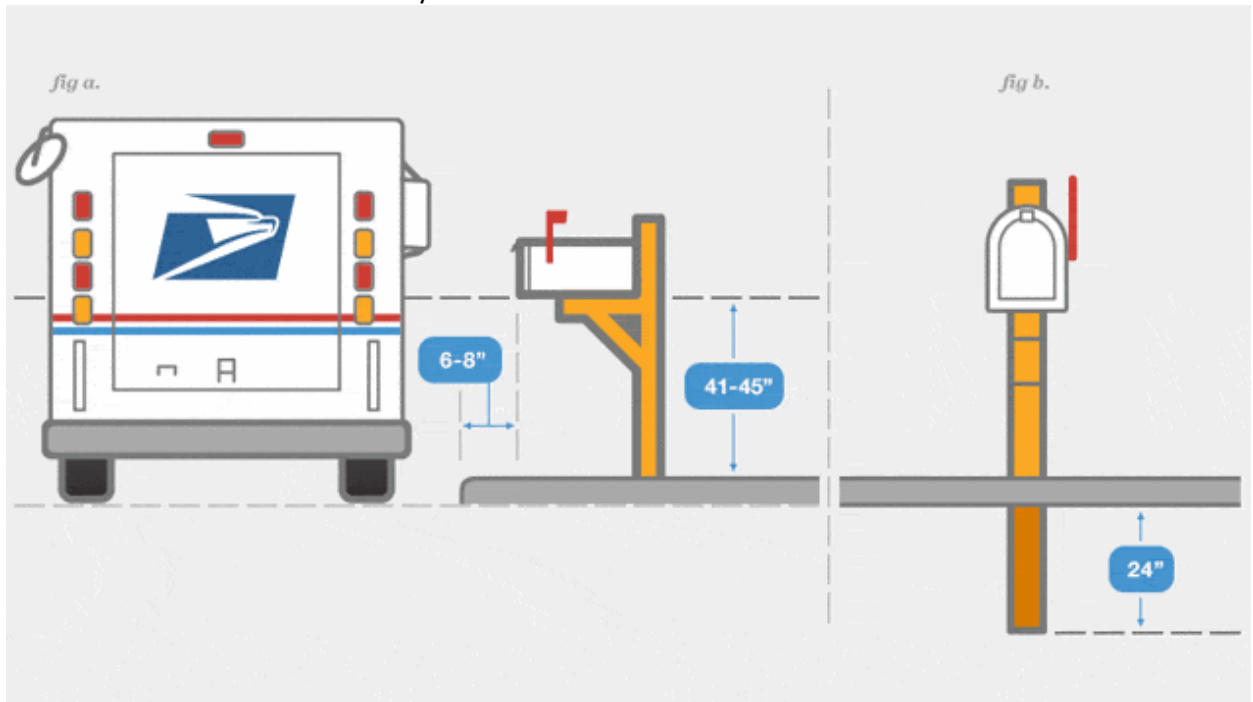
Caldwell Rd.

The contractor has been given the authorization to proceed. A pre-construction meeting is scheduled for the week of July 25, 2016. This is not a public meeting.

Communitywide Paving Punch List

All work has been completed.

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.

We ask that all residents do their part in helping us protect our investment. Thank you.

- **Shoreline Erosion (Justin Thomas)**

This project is not being considered in this year's budget. The first project will be the area at the north end of the harbor.

- **Tractor (Tom Grieco)**

Nothing new to report. The tractor has been used for 60 hours this year, 41 hours for snow plowing purposes.

Tractor Use Study Committee:

There is only one issue that needs to be resolved before any further study is warranted at this time. Is it possible to repurpose the Tractor Replacement Fund for anything other than the eventual purchase of a new Tractor? If not, I think it would be best to postpone further study until 2017.

The following is excerpted from an email from Andea Gilde last week:

"Since 2012 there has been a line item in the budget allocating \$2000 each from CICA & CM, and beginning in 2014 \$800/CICA and \$3200/CM. \$24,000 to date.

The commitment to the community to dedicate this money only for the use of a new/replacement tractor really came out of the Treasurer's presentation and it was not questioned, so there is only a brief notation. We did discuss it at the budget planning meeting that year, but it was essentially a no-brainer and there are no minutes taken at budget meetings. There is no specific vote taken, it was included with the general approval of the budget and the intention to use this money for the replacement of the tractor is verbalized and has tacit approval in the line item "TRACTOR REPLACEMENT FUND" which has been used consistently.

One factor that has not been previously considered or discussed is the source of the funding and the split of the money. We must keep our CICA and Community Maintenance funds separate. Nearly half of the \$24000 is CICA money. CICA no longer does any form of snowplowing, and the expense of snowplowing is borne entirely by Community Maintenance. It would not be possible or reasonable to use the CICA portion for a truck and snowplow combination when CICA has no use for a truck and snowplow."

Discussion:

- A lengthy discussion ensued concerning the allocation of funds from the Tractor Replacement Fund.
 - The Tractor Replacement Fund is again included under that name in the just published budget to be voted upon at the Annual Meeting.
- The Tractor Replacement Fund was and has been mutually funded as a split between

CICA and Community Maintenance budgets since it began. At the time of Establishment, CICA was plowing private driveways using the tractor and thus had a vested interest in the tractor since it was an income producer for CICA.

- Regardless of any truck / plow purchases, there will always be a need for a Community tractor for other tasks – minor road grading, moving the swim platforms, work at the Harbor, mooring setting and the like.
 - The use of the tractor has declined radically with the purchase of the Kubota mower and this reduction in use will extend the tractor's useful service life.
 - If a truck / plow were to be purchased, the tractor usage would again be reduced and even more service life would be gained.
 - The purchase of a truck could reduce the use of private trucks for Community Projects.

A motion was made and seconded to *propose* at the Annual Meeting to change the name of the "Tractor Replacement Fund" to "Maintenance Equipment Fund".

- The motion was unanimously agreed upon by the Board.

Kubota mower: The mower deck height adjustment had been set to cut the grass at 2 3/4 inches. To reduce wear and tear on the blades and mower deck, the operators have been asked to keep it set 1/2 inch higher to 3 1/4 inches. The grass will now appear slightly longer between cuttings, but there is no need to cut more often.

- **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

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:

Spalls on Mason Lane are withholding payment of their paving assessment due to alleged damage to their property during paving of Mason Lane. \$ 4400. for their 2 lots.

- John Murray was aware of a fence section which was damaged during construction and a replacement fence section has been installed.
 - A replacement post needs to be installed as well.
- John Murray, Andrea and Chris met and agreed that some stone will be added to a section of the Spall property when the Caldwell Road project is underway.

Tom Grieco : There are some drainage issues on Bennett, he asked what if anything had been to resolve them.

- Sonny and Tom investigated and found an area at the end of one drain pipe which should be protected by a guardrail of some sort.

Storage Unit:

Bill will contact the resident on Gull Circle who still has a shipping container in his yard.

New Business

Brian Clare:

The turn around circle in Gull Circle is considerably smaller after paving than it was previously. As a result of the smaller diameter circle, trash and other large trucks servicing the homes are turning around using a three point turn, unfortunately this is causing some damage to the new pavement.

- There are several trash companies that service the Circle.
 - The drivers for Waste Management have adopted a policy of backing into the circle, thus avoiding a three point turn to depart. This is a good solution and should be adopted by the other companies.
- Jim will draft a letter to the other companies requesting that they adopt the same maneuvering policy for the Circle.
 - Justin will provide Jim with mailing addresses for the other companies servicing Gull Circle.

Announcement of next Board Meeting:

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

Annual Meeting of Property Owners:

This meeting will be held at 2:00 pm on Sunday, August 28, 2016 at the pavilion. The 2016-2017 CICA and Community Maintenance Budgets will be voted upon at this meeting.

A covered dish social will begin at 5:00 pm after the meeting.

Meeting adjourned: A motion was made and seconded to adjourn the meeting; all in favor. The meeting was adjourned at 9:08 pm.

Respectfully submitted,
Jim Carter, CICA Secretary