

CICA Board of Directors' Meeting
July 18, 2017
7:00 p.m.

Board members present: Mike Beiter, Jim Carter, Joe Greenfield, Diana Hawley, John Murray, Chris Shelton, Christine Valuckas, William Wood

Board members absent: Vicky Garvey, David Haines, Cindy Mistysyn, Justin Thomas

Community members / guests present: Andrea Gilde, Kathy Reilly-Naumovich

Pledge of Allegiance

The Pledge was led by Chris Shelton.

President's report (Chris Shelton)

Many of the Board are on vacation.

Executive session will follow this meeting.

Secretary's Report (Jim Carter)

Jim e-mailed the June draft minutes to the Board on July 7, with a response deadline of July 10, 2017. Final minutes were e-mailed to the Board on July 10, and were approved unanimously with minor changes incorporated.

The final June minutes were posted on the website and the Beach and Harbor bulletin boards on July 11.

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

Treasurer's Report (Justin Thomas as reported by Andrea Gilde)

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

Income: \$ 40.00 – Boat Storage
 90.00 – Membership
 198.00 – Mowing
 500.00 – Pavilion rentals
 1.19 - Interest

Expenses:

\$ 800.84 – Grass, trash service, clean up day
 329.99 – Pavilion – security cameras
 1,516.64 – Mooring services – kayak rack
 38.95 - Electricity
 10.99 – Bookkeeping / Accounting
 800.00 – Tractor Replacement Fund
 435.00 – Insurance – 20% Workman's Comp, Directors & Officers
 54.70 – 4th of July
 500.00 – Charitable contribution – NE Fire Company?

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

Income: \$ 658.13 - Fees
2.94 - Interest

Expenses:

\$ 94.53 – Beach – signage, burn permit
3,200.00 – Tractor Replacement Fund
37.84 – Electricity
377.65 – General Maintenance – mowing
1,740.00 - Workman's Comp 80%, Directors & Officers
74.00 – Printing / Mailing – PO box fee
2,853.20 - Roads – Eric Sturm – Caldwell project
284.08 – Wages – grass, snow

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

Road Paving **Savings** Account:

| | Deposits | Payments | Trans. IN | Trans. OUT | Balance |
|----------|----------|----------|-----------|------------|---------|
| Mar – 17 | -- | -- | -- | -- | 111.18 |
| Apr – 17 | .07 | -- | -- | -- | 111.25 |
| Jun – 17 | -- | -- | -- | -- | 111.25 |

Road Paving **Checking** Account:

| | Deposits | Payments | Trans. IN | Trans. OUT | Balance |
|----------|----------|------------|-----------|------------|-----------|
| Apr – 17 | 3,479.05 | (2,571.70) | -- | -- | 7,624.13 |
| May – 17 | 6,253.93 | (2,536.00) | -- | -- | 12,342.06 |
| Jun – 17 | 8,454.13 | (5,000.00) | -- | -- | 15,796.19 |

Road Paving **Line of Credit** Account:

| | Payment / Withdrawal | |
|-----------|----------------------|-------------------------------------|
| 04/ 01/17 | 991.00 | - Sturm – Caldwell Road |
| 04/01/17 | 580.70 | - Transfer to Community Maintenance |
| 05/01/17 | 1,000.00 | - Loan Payment |
| 6/23/17 | 5,000.00 | - Loan Payment |

Loan Balance as of 7/15/17 = \$ 51,486.26

Total collected as of 7/15/17 = \$ 688,504.72

Paid in full lots = 300 = 93%

Payment agreements = 20 owners

Unpaid or no contact = 7 owners representing 9 lots

Total – 318 lots have paid or entered a payment agreement

A motion was made, seconded and unanimously approved to approve the financial reports for June.

Committee Reports

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)
We hope to tie the 2018 AA5K to St. Patrick's Day in order to provide a "themed" run and attract more runners from outside of our community. Food, green beer, etc.
- Architectural Review (Bill Dryden)
Nothing to report since the last meeting.
- Beach (Jim Carter)
Aside from the vandalism issues which will be covered later in this meeting, all is well at the Beach.

PARKING: All vehicles using the Beach or Harbor parking areas must display a CICA sticker, or a [Chesapeake Isle 2017 Guest Parking](#) pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

Contact Jim at: jtcarterphoto@comcast.net

- Bulletin Boards (Karen Dryden)
The June 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.
- CERT Training (Chris Shelton)
Nothing new to report.
- Community Events (Sue Seeley – Adult Events & Angie Thomas - Children's Events)
7/14. Ice cream social & Bingo
7/28. Cocktail social at the pavilion
8/12. Campfire on the beach

Sangria Smackdown last month was another successful and well attended event!

- Fourth of July (Diana Hawley & Andrea Gilde)
Thanks to our great team of committee chairs and their committee members and to all the volunteers who helped the day of the event; all their efforts resulted in yet another fantastic July 4th celebration. Additionally, donations from our generous business sponsors and community members also helped make this event more lucrative, with a net profit of approximately \$3000 for CICA. (This total also includes the purchase of 2 new 8 foot tables for the pavilion.)

All business sponsors will be listed in the July newsletter and on the website. If you are looking for any of the goods or services that these businesses offer, please consider patronizing them as a thank you for supporting our community.

I also want to thank the hardworking crew of volunteers who came to the beach on the morning of July 3 to clean up and get the area ready for the event. Approximately 28 children, teenagers, and adults braved the heat to assist with this effort.

- General Maintenance / Erosion (Jim Carter & Bill Wood)

Nothing to report.

- Grass Mowing (Karen Dryden)

(29) CICA Seasonal Contracts were sent out on March 20, 2017

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

(24) payments have been received to date.

Concerns: Empty lots that CICA has contracts on with fallen trees and branches.

Letter was sent the week of 6-28-17 to Dr. Frank Luxl regarding the difficulty in cutting his lot due to fallen trees and branches. We received complaints from neighbors.

- No response to date

- Harbor (Jim Carter for Marc Beckert)

The kayak rack is completed and in use. Marc plans the same sort of renovation procedure for the dinghy rack in the fall; have everyone remove their dinghies; clear out the abandoned dinghies.

Renovate / expand the dinghy rack and get a good system in place for space management.

Final mooring pull: November 4, 2017

PARKING REMINDER: All vehicles, **including boat trailers**, using the Harbor parking area must display a CICA sticker, or a [Chesapeake Isle 2017 Guest Parking](#) 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)

Update on the three owners that received my final letter on their unpaid Road Paving Assessment.

1. Hinklemen, Lot:V-1A. The owner is in the process of a Chapter 13 Bankruptcy. Our attorney has filed a claim with their attorney in the amount of \$1,737.08

2&3. Mason, Lot: U-03 & Baer, Lot: D-19 have not responded to my final letter. If there is still no response by the time I return from vacation on July 30, I will begin the legal collection process.

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

Again, Joan Ferrick has done such a wonderful job in the past that most of these books have been read. I would love to increase the reading. More people have been coming in lately, too.

I am in the process of purging the library of all books printed prior to 2000. The obvious exception would be the classics. The books will go to the table in front of the window for a time if anyone would like to take them home for good. Then they go to Goodwill.

Any help would be greatly appreciated.

I am also asking that perhaps each family could donate a book, new or used, to the library this summer. I have donated A.A.Milne, Winnie the Pooh, J.K. Rowling, Harry Potter and the Sorcerer’s Stone and Dr. Seuss, Green Eggs and Ham. If anyone would like to dedicate any books, that would be terrific.

And that is just fiction. As for the classics, if you have any books that are lying about that you read as kids (or your kids read for school), bring them in! I would imagine many parents would be thrilled to not have several books a year piling up that their children may never read again. Indeed, I felt that way.

Normal summer hours are Saturday morning from 10 – 11:30.

Please contact Kathy (484-375-5800) or Joan (410-287-9595) to access the library during off hours.

- Membership (Karen Dryden)

2013 MEMBERSHIPS:

- (319) – Lot owners have paid their Maintenance Fees for 2013 to date (98.76%)
Plus (4) Mason Lane owners
- (220) – Of those paid have joined the Association
- (1) – Ostasewski- foreclosure took place- Paid in full!

2014 MEMBERSHIPS:

- (317) – Lot owners have paid their Maintenance Fees in full for 2014 to date (98.14%)
Plus (5) Mason Lane Owners
- (211) – Of those paid have joined the Association (65.32%)
- (1) – Lien for years 2013 & 2014 (Foley/Jones)

2015 MEMBERSHIP:

- (311) – Lot owners have paid their Maintenance Fees in full for 2015 to date (96.28%)
Plus (2) Partial payments
Plus (5) Mason Lane Owners
- (181) – Of those paid have joined the Association (58.38%)

2016 MEMBERSHIP:

- (318) - Lot owners have paid their Maintenance Fees in full for 2016 to date (98.45%)
Plus (5) Mason Lane Owners

- (1) - Lot in foreclosure (Arabejo)
- (199) - Of those paid have joined the Association (63.98%)

2017 MEMBERSHIP:

- (303) - Lot owners have paid their Maintenance Fees in full for 2017 to date (93.80%)
Plus (5) Mason Lane Owners
- (194) - Of those paid have joined the Association (64.23%)

- **2017 Invoices were sent out by November 18, 2016**
- **2017 payments were due February 15, 2017**
- **2017 second invoices were sent out March 5, 2017**
- **2017 Third Invoices will be sent out by the end of April, 2017.**
- **(1) 2015-2016 Past due still outstanding (Arabejo); property in foreclosure**
- **Shuffle Board keys and the bath house combination were distributed at Clean-up on April 29, 2017 and the balance were mailed.**

- Newsletter (Andrea Gilde)

The next issue will be published by July 28 as required to release next year's budget. Andrea is assembling what may be the last issue of the Newsletter.

Marianne Wood has resigned her position as Newsletter Chair. The Board thanks her for her service!

The quarterly newsletter requires a lot of time and effort and requires a fairly high level of computer skills and hardware. If anyone would like to volunteer for this position, please contact Andrea Gilde.

If a new chair is not found, the Board sees no option except to discontinue the Newsletter and provide general information to the community via a monthly Hot Topics or general e-mails.

No volunteers have come forward as yet – please contact Andrea Gilde if you would like to volunteer!

- Nominating (Justin Thomas)

We have Cindy Mistysyn returning, and Vicky Garvey will officially run after fulfilling a vacated seat. I have two other candidates that I've spoken with, and hopefully have them officially on the ballot very soon.

If any CICA members in good standing are interested in running for a CICA Board seat, or have any questions, please reach out to Justin Thomas.

- Pavilion Rentals (Sonny Hayes)

The pavilion is reserved for the following dates in 2017 for **CICA** and private events:
7/22 – Jim Carter; **7/28 – CICA Beach Party**; **8/11 – CICA Bonfire**; 8/12 – Giffing; 8/26- Greg Allen (tentative); **8/27 – CICA Annual Meeting**; **9/1 – CICA Beach Party**;
9/9 – Giffing; **9/16 – CICA Yard Sale**; 9/23 – Enbom; **9/30 – CICA Pig Roast**;
10/4 – CICA Mooring Pull; **10/14 – CICA Clean up Day**; **10/28 – CICA Halloween Party**;
12/16 – CICA Christmas Caroling

- The 2017 fee for Pavilion rental is \$ 50.

- Your reservations will not be confirmed until this fee is paid.

- In order to reserve the Pavilion for a private event, you must be a member of CICA.

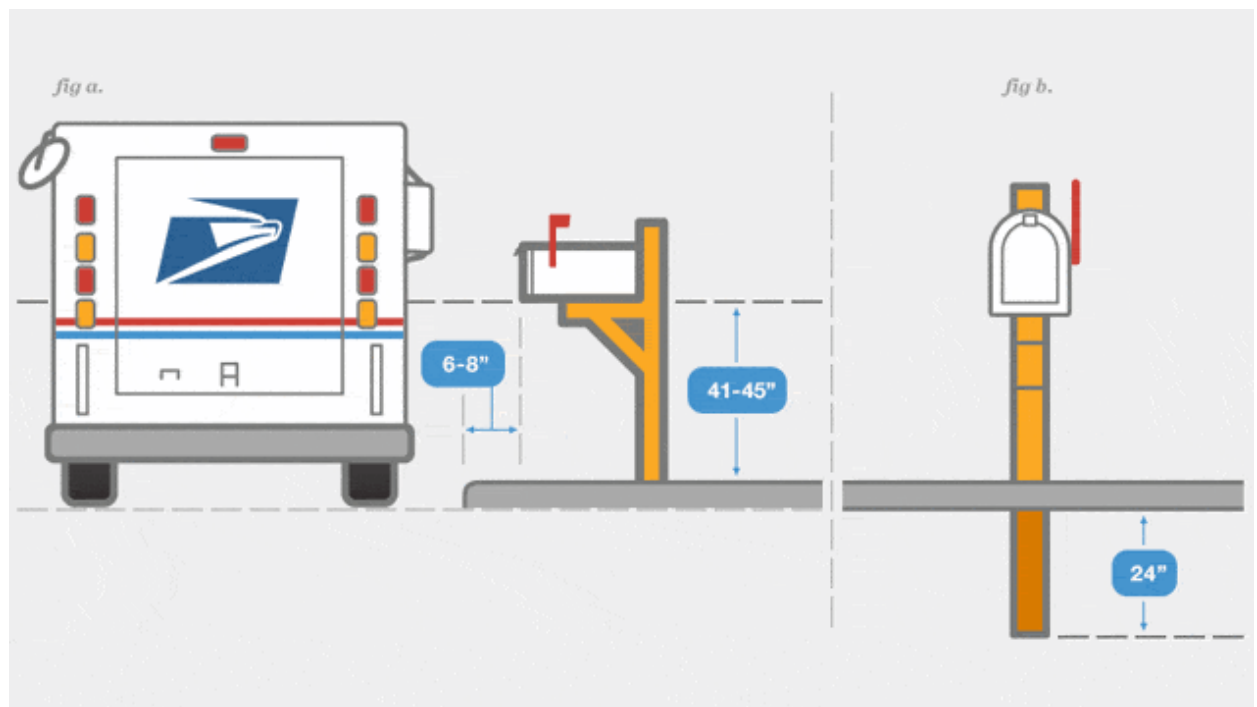
- Trash from private events is not to be left at the Pavilion – trash goes home!

- I can be reached at 410-287-7588.

- Road Maintenance and Drainage (John Murray)

Nothing to report.

- Roads / Drainage Improvement and Planning (John Murray)



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.

Caldwell Road:

Custom concrete structures have been delivered and excavation will begin soon.

- Shoreline Erosion (Justin Thomas)

Beach: Planting options are being reviewed for the beach area, but no plantings will take place until fall or early spring.

Harbor Erosion: Call placed to Ed Howell, planning to speak with Marc Beckert regarding dingy racks and any impact to access north of ramp.

- **Maintenance Equipment Committee (chair is vacant)**

Gary Gilde is acting as an interim chairperson – thank you!

As you all know we had to send the tractor back to Walter G Coale a couple of months ago because oil was still leaking into the clutch area. We got it back at the end of June and so far everything seems to be working fine. While it was there I asked them to fix a couple other issues that had come up (heat entering the cabin from the floor area and the air conditioning not working). We received an invoice for the work, see attached. I was surprised at the amount and thought some of the work should have been covered under warranty. When I questioned them they explained that the leaking oil we observed was from a different area of the transmission than they had previously fixed. They covered the labor to break the tractor in half under warranty then charged us for the work and parts to replace the seal that was leaking this time. They also charged us \$400 to pick up and return the tractor. I felt that that should have been covered under warranty and they have agreed to drop that charge.

Although this was unexpected it is not surprising. I believe the tractor is 18 years old. At that age we have to expect that some of the rubber parts are going to fail. Even so the tractor only has 3500 hours on it. I would expect it to last at least 10000 hours before needing a major overhaul. We have averaged just over 200 hours a year. Many of those hours were put on mowing grass.

The tractor replacement fund has \$27000 dollars. A new tractor equivalent to the one we have now would cost approximately \$70000. We are putting aside \$4000 a year into the replacement fund. I would expect the tractor to easily last another 15 years. A 33 year old tractor is not an especially old tractor. At that time it will probably have less than 7000 hours on it. I would not recommend thinking of replacing it until that time unless something changes. But as the tractor gets older we can probably expect some more repairs, but I would also expect many more years of service from the tractor.

With the new universal skid steer attachment system to the tractors loader we can attach new implements to the tractor to handle new jobs. A manure fork is in next year's budget to try to clean seaweed off the beach. Another useful tool to consider for cleaning the beach and harbor is a grapplefork attachment. It would allow us to pick up many of the large logs that float up on the beach without having to cut them up first. This should cost less than \$2000. Let me know if I should find out more about this.

https://www.amazon.com/Extreme-Grapple-Clamshell-Attachment-tractor/dp/B00ICPOWVS/ref=pd_sbs_60_5?encoding=UTF8&pd_rd_i=B00ICPOWVS&pd_rd_r=QZ4KE7K4NKVS9EEJW0X7&pd_rd_w=J79VT&pd_rd_wg=VTjqy&psc=1&refRID=QZ4KE7K4NKVS9EEJW0X7

A motion was made, seconded and unanimously approved to authorize Gary to investigate the purchase of a grapplefork attachment (FY2018-2019 budget).

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

Routine updates continue to be made. Please contact dianahawley@gmail.com to report any other necessary updates.

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.)*

See “Vandalism at the Beach and Pavilion” under “**Old Business**” below.

Residents:

The parents of one of the minors that was previously contacted in connection with some of the recent vandalism attended this meeting and discussed the incidents mentioned at the June and July Board meetings.

They were very co-operative and supportive of the Board and the proposed future actions to stop these activities.

The Board noted that the arson incident is still under investigation by the Office of the State Fire Marshal.

Old Business:

• **Repairs to Spall property on Mason Lane:**

A letter to the Spalls regarding the delay of these repairs was read into the record during the President’s Report of the December Board Meeting, 12/20/16.

- To date, we have not received correspondence from the Spalls as a result of the letter.

July Update:

These repairs will be completed along with the Caldwell Road project.

• **Storage Unit:**

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

June Update:

- Bill reports that there should be a County inspector coming to inspect the property before the end of this month.

No July update.

• **Road Signage:**

- We will be checking to be sure that all of the roads are properly posted as to the 15 mph speed limit and Private Road status.

- Sonny has a list of missing signs and will be obtaining replacements.

- July Update: Sonny has the needed signage and will install soon.

• **Beach & Pavilion Improvements** - Christine Valuckas:

Christine sent some estimates and proposals to Diana concerning lighting and a shade structure for the pavilion and beach areas.

- Diana forwarded them to the Board on June 30 for review and possible discussion at the July Board meeting.

- No questions were presented by the Board at this meeting.

- **Ken Harvey Tree**

A letter was received concerning a tree which is in danger of falling onto his house and other structures on his property. As near as we can tell the tree is directly on the property line between Ken's property and CICA community property. Ken has offered to split the cost of removal with CICA – a very reasonable solution for both parties.

The Board voted unanimously to split the cost of removal, not to exceed the \$ 500. bid presented (\$ 250. / \$250.). Justin will coordinate with Ken.

- July update: Unknown progress.

- **Tree at the Playground**

There is a tree near the playground which was discovered to be partially hollow. We will be contacting several tree specialists to determine if we can save the tree which provides shade for the playground or whether we will need to remove it.

July Update: Joe Greenfield contacted a licensed arborist. The arborist and Joe evaluated the tree. That data shows this tree to be a "low risk" tree and the Board agreed to maintain the status quo..

- It is recommended that the tree be re-evaluated in 3 years.

- **Vandalism at the Beach and Pavilion**

Based on anonymous tips from residents, letters were sent to three households regarding some of the recent acts of vandalism. These letters stated that Chesapeake Isle will seek monetary reimbursement for repairs and press criminal charges against any individuals who cause damage to common property. Written or verbal responses have been received from all three households.

An additional, escalated act of vandalism occurred at the beach on July 5, 2017, when neighbors smelled smoke and discovered a brush fire burning in the vicinity of the bath house. They opened the men's room in search of a water bucket and discovered the trash can and several wads of paper on the floor were also on fire. The North East Fire Company responded while the neighbors kept the brush fire under control.

Thanks to the rapid response from the neighbors, there was no damage to the bath house and the burned area of brush was limited to about 1/8 acre. It should be noted that at least part of the burned area was State Park land.

The two simultaneous fires point to arson rather than an accidental brush fire. The Office of the State Fire Marshal has opened an investigation concerning these incidents.

Please keep your eyes open when using the Beach area – take pictures, get names – we can stop these activities.

The Board has purchased a recording security camera system; installation is in progress. Any video evidence will be used for prosecution.

New Business

No new business was introduced.

Announcement of next Board Meeting:

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, August 15, 2017, at 7:00 p.m. at the Pavilion.

ANNOUNCEMENT OF THE ANNUAL MEETING OF PROPERTY OWNERS AND CICA:

The Annual Meeting of Property Owners will be held at the pavilion on Sunday, August 27, 2017, beginning at 3:00 pm. The CICA Annual Meeting will immediately follow. In addition to the election of Board members, budgets for both entities will be presented and voted upon at these meetings.

A potluck dinner will follow the CICA Meeting. Watch for a Hot Topic!

Meeting adjourned: A motion was made and seconded to adjourn the meeting; all in favor. The meeting was adjourned at 8:15 pm.

Executive Session followed the normal Board Meeting.

Respectfully submitted,
Jim Carter, CICA Secretary