



Board Meeting Minutes

Saturday, June 16, 2018

The meeting was called to order at 9:30 am by the President, Jeff Sella, at the Bethany-Fenwick Area Chamber of Commerce.

Board Members Present:

All: Sharon Adams, Judy Bennett, Margie Cyr, Dave Burgess, Jim Dempsey, Tris Kruger, Steve Larsen, Jeff Sella, and Ellen Throop.

Others Present:

RuthAnn Barnes and Mary Grimm (CAS), David Taylor (Beach Patrol Committee), Mary Byrd (Social Committee), Alan and Ellen Lescht (51 Dune Road), Pam Baratta (9 Bayberry Road), and Carol Tucker-Foreman (11 Dune Road).

Review of April and May Board Meeting Minutes:

Steve motioned to approve the April Board Meeting Minutes as amended at the previous Board meeting. Dave seconded. The April Board Meeting Minutes were approved as amended.

Margie motioned to approve the May Board Meeting Minutes as amended. Steve seconded. The May Board Meeting Minutes were approved as amended.

Property Manager's Report: RuthAnn Barnes and Mary Grimm

Coastal Towing contract was approved. Towing available 24/7 at \$150 plus \$50/day to be paid in cash by vehicle owner. Margie moved to approve the contract. Tris seconded. All in favor.

Mini-storage contract with Bayside Storage has been signed and paid. Gate code and unit number will be provided for Board members. All MB files other than current files at CAS will be stored. Margie suggested that we purchase a lock and some shelving to facilitate storage and retrieval of boxes.

Contacted Sussex County to inquire about their work on Dune Road and the portion of the street that was excavated and not restored. County was non-communicative—left 5 separate messages and none returned. RuthAnn is looking for a signed copy of the Sewer Easement and also getting the address changed for our sewer account.

Violation fine for ditch clogging paid by 3 Addy.

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No further response from 30 Beach Plum.

Delmarva Power replaced poles along Dune Road and reduced the number of street lights by 3 but has not reduced our monthly street light charge. They also removed our chain and lock at the west end of Addy Road and replaced it with one of their own. MB CFC removed the Delmarva Power chain and lock and replaced it with our own. RuthAnn is having difficulties finding a responsive person from Delmarva to discuss our issues. David Taylor gave a name and phone number for someone he has dealt with in the past (Larry Bonneville). RuthAnn will attempt to contact him for assistance with the resolution of our issues.

Set up employee payroll and tax accounts with ADP. Entered 2018 budget into CAS codes.

Flashlights, radios and scanners are on order for the Community Patrol.

Mary Grimm discussed the issues with the Assessment billing for this year — misspellings and addresses. Bills were produced and mailed by an employee without the usual required management approval and therefore several spelling errors were not identified and corrected. CAS will reinforce proper approval procedures. Some bills were originally sent to the MB address instead of the alternate addresses and were rejected by the Post Office thus delaying receipt of those assessment bills. Procedures have been adjusted. Because of these issues, late fees will not be assessed until after June 30.

Beach Usage Committee: Pam Baratta

Pam brought copies of proposed beach passes for employees and Junior Guard participants. A long discussion ensued about what policies for personal beach usage should be established for employees, junior guards and their respective families. Since junior guards are minors it is beneficial to have at least one parent or guardian present when they are participating in junior guard activities. After various plans were discussed, the following policies were suggested:

1. the IDs are valid solely for identification purposes, not as a beach pass;
2. the Junior Guard IDs are for participant and guardian during scheduled Junior Guard Events only. An additional temporary family member pass for a Junior Guard Event may be requested from the Beach Patrol in advance.
3. Committee Chairs (David Taylor and Steve Larsen) will have the discretion and authority to determine beach usage for employees and families. Ellen moved to approve, and Sharon seconded. All in favor.

Social Committee: Mary Byrd

Mary reminded everyone of the Happy Hour scheduled for this evening from 5-7 pm. Location was changed from 14 Dune Road (Peg and Michael Ambrose) to 13 Bridge Road (Tom and Sharon Adams).

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Community Patrol: Steve Larsen

Steve discussed plans for the fireworks viewing from MB on July 4. Extra Community Patrol will be on duty and we are trying to get a Delaware State Trooper on site to help prevent the use of illegal fireworks. If successful, patrol car will be parked in the Community Patrol space by the Guard House—owner of 11 Dune offered their driveway to park the CP vehicle. Steve moved, and Ellen seconded that Beach Passes be checked on the beach that evening. Vote was 5 in favor, 3 against, and 1 abstention. Beach passes will be required for those sitting on the beach.

Steve needs to have new incident reports printed and order parking violation forms. Jeff mentioned that when the patrol cart is parked, it should be charging and parked only in the space provided. The new shirts look good, but some uniformity is needed for pants/shorts. There were some minor edits to the towing policy.

Treasurer's Report: Jim Dempsey

Jim noted that the timing of CAS monthly financial reports (4 weeks after month-end) is too late to be reviewed by Committee Chairs at the following month's Board meeting. CAS promised to work toward having the financials available 3 weeks after month-end. Jim also noted that CAS is using the Community Association Bank (Mutual of Omaha) for our accounts. Jeff pointed out that the contract requires our agreement before a bank account is moved. This was not done. Rick Szajna at CAS informed the Budget Committee that CAS may switch accounts again to the Premier Pacific Bank. Although our accounts have been transferred to Community Association Bank, we are maintaining a business account at Fulton in order to keep our \$100,000 Letter of Credit option at Fulton. New signature authorizations need to be updated at Fulton Bank for this account and the Letter of Credit.

Building Committee: Margie Cyr

The Construction Rules and Regulations adopted May 1, 2018, No. 23, state that "Driveways may be a maximum of 12 feet wide at the street, and only one driveway is permitted per property. Margie asked that we consider changing the permitted width to 22 feet based on:

1. plenty of frontage on the pine side and no street parking is permitted,
2. a 12-foot width requires a sharp right turn with a wide swing to the left,
3. narrow widths are difficult for construction vehicles and/or large trucks to access and depart the drive. Building Committee researched existing pine side driveways—25 from the 5 streets were measured which varied from 15 feet to 30 feet with an average of 19.32 feet.

Margie and the Building Committee recommended that the Rules & Regulations for Construction be amended immediately to allow for a maximum of 22 feet for driveway width for the entire community. Board discussed the added expense to MB for additional drainage culverts and also the timing for Building regulation changes. The Board discussed whether a change can be made to the 2018/19 rules or if it must wait for the following year. Since some owners are planning construction, we need to make a decision soon.

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Community Input:

At this point, Alan Lescht asked to speak to the Board about the paving and parking on Dune Road. He asked that the Board not widen the road and eliminate all parking on Dune Road. He stated that most all Dune Road residents were against any widening and a petition is circulating. Carol Tucker-Foreman added comments against any widening of the road and stated that the west side of Dune Road was being discriminated against. Ellen Lescht added that all of Dune Road was against widening. Even though any widening would only occur on MB community property and not on individual owner property, residents are still opposed since many have driveways and other structures on community property. David Taylor reminded all that there was a forum scheduled at the Library this afternoon to discuss the issue of Dune Road paving and listen to resident comments.

President's Report: Jeff Sella

K.Dryden submitted a permit request for a ground sign for Sandy Pony Donuts. This sign would be on the second Dryden property (22 Beach Plum) since there is already a ground sign on the adjacent Dryden lot (20 Beach Plum). Because Sandy Pony has a sign attached to the 20 Beach Plum sign, that sign must be removed. The sign has already been placed. Judy Bennett should have been included on this request. Owner will be reminded that the process should be:

1. submit permit,
2. wait for approval, and then
3. place the sign.

Jim moved, and Ellen seconded that the 22 Beach Plum sign be approved with the contingency that the Sandy Pony Donuts sign be removed from 20 Beach Plum. All in favor.

Gallo feather flags—feather flags are limited by the cumulative size. Gallo needs to resubmit a permit request stating the number, size and location of the flags. The request to place the feather flags was denied due to incomplete information on the request.

Ocean Nails has submitted a request to hang a banner sign on the side of the building. The location and size meet the covenants. Sharon moved, and Steve seconded that the banner be approved. All in favor.

Produce market has submitted a request to construct some fencing on the lot. Issue was tabled due to insufficient information. Permit to be discussed in Executive Session.

Executive Session:

The Board voted to go into Executive Session at 11:53 am to discuss:

1. CAS contract
2. Produce stand request
3. 30 Beach Plum

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4. 1 Dune Road
5. 12 Errett
6. Norman lawsuit

After voting to go into Executive Session, Alan Lescht requested a motion be introduced to state that no decision be made on paving Dune Road without 4 months (120 days) notice to Dune Road residents. The Board had already entered Executive Session, so this request was heard but not acted upon.

The Board came out of Executive Session at 12:49 pm.

As a result of the Executive Session, the Board voted to:

1. Review the tasks expected from CAS and calculate hours needed.
2. Fencing at the produce stand approved.
3. Letter will be drafted for 30 Beach Plum violation.
4. 1 Dune—Violation letter will be sent with a bill for replacement of landscaping that was removed from community property.
5. 12 Errett—Construction violation form will be sent with suspension of fine until homeowner can respond.
6. Norman lawsuits continue.

Adjournment:

Dave motioned to adjourn. Ellen seconded.

The meeting adjourned at 12:50 pm.

Next Board Meeting:

July 21, 2018 at 9:30 am at the Bethany-Fenwick Area Chamber of Commerce.

Respectfully Submitted,
Tris Kruger, Secretary