

**HSIA BOARD MEETING
THE KEY SCHOOL
August 30, 2018**

BOARD MEMBERS PRESENT: Michael J. Waters, Gene Gross, Mike Wurst, Teresa Sutherland, Brian Gallagher, Claire Corcoran, Robin Clark Eilenberg, David Miles, Marilyn Carpenter, Steve Vanderbosch (Absent: Ray Sullivan)

ADMINISTRATIVE STAFF: Jean Somers, Kelly Ann Pavkov

GUESTS: Sandra Anderson, Willie Basil, James MacFetrich, Erica Stahrr, Jeri Singleton, Phil Jones, Thomas Schwallenberg, Kevin Green

Mike Waters called the meeting to order at 7:00 pm. Quorum present.

MINUTES:

1. **Steve Vanderbosch moved the Board approve the July Board Meeting minutes as corrected (corrections presented to Administrator with markings). Gene Gross seconded the motion. Vote taken – unanimously approved.**
2. **Steve Vanderbosch moved the Board approve the August 1 Special Board Meeting minutes. Mike Wurst seconded the motion. Vote taken – unanimously approved (Teresa Sutherland abstained).**

PRESIDENT’S REPORT:

1. Mike Waters reported that the 21 May Environmental Systems Analysis, Inc. proposal that was approved last month has not been signed. The original proposal did not address cost. At Mike Waters’ request, Environmental Systems Analysis, Inc. revised their proposal to include cost estimates. The revised proposal was received on 28 August and will be introduced for discussion during Old Business.
2. Key School has agreed to provide more meeting rooms on more days to accommodate our scheduling more committee meetings in a regular monthly fashion as currently done by the Piers and Harbor Committee. A proposed 2019 committee meeting schedule will be presented at the 13 September General Membership Meeting.
3. Mike is soliciting ideas for a community park in the House/Pool block and additional trees at the beach. He anticipates a September funding request for grass seed and trees.

TREASURER’S REPORT: Gene Gross reported that we have \$570,143.85 in the Operating Account; \$283,557.96 in the Special Tax Account; for a total of \$853,701.81 as of July 31, 2018. All records are with the auditor, to include the General Fund and Special Tax Fund. Price Cutters performed beach cleanup after the Conowingo Dam flood gates were opened. Thirteen loads were taken to the dump, with 53 hours of work performed, for a total of \$3112.00. Budget Meetings are scheduled for Tuesday, September 11 and Tuesday, October 9, from 8-9 pm, following the Piers & Harbor Committee meeting. Teresa Sutherland asked the following questions about the Treasurer’s Report and Gene Gross provided the following answers:

1. **Why is there an amount due from the Pool to Special Tax?** Answer – the reason we have amounts Due To and Due From different Funds is to avoid writing multiple checks for a single expense allocated to multiple funds
2. **Why does the Special Tax Balance Sheet show a \$430.14 receivable due from the General Fund to Special Tax and a \$12,979.93 due to the General Fund from the Special Tax?** Answer – The \$430.14 is a 40% adjustment for a computer purchased for the administrator which was paid for by Special Tax. All HSIA administrative expenses are allocated (60% Special Tax, 20% P&H, 10% Pool, 10% General). This proportion was determined by the Budget Committee based on the dollar proportion of the overall HSIA budget and estimated time for paid administrative hours throughout the year to manage the individual budgets. The 12,979.93 is for 60% of administrative expenses for June and July (usually this is only for one month but due to the timing of check runs, there are two months on the July Balance Sheet).

SECRETARY’S REPORT: Mike Wurst reported that we’re sending communications to the community about nominations for upcoming elections via community email and message board signs. Bios will be included in the October Sea Breeze. We will schedule a Meet The Candidate Night for October. The Bylaws Committee met on August 16. We don’t have a lot of input on the insurance section of the Bylaws. Mike is looking for feedback, input and suggestions from the Board.

ADMINISTRATIVE REPORT: Jean Somers reported that the annual Pig Roast is scheduled for Saturday, September 15. The Fall yard sale is scheduled for Saturday, September 22 with a rain date of Saturday, September 29. The crab feast is cancelled. There is a pool party scheduled for Sunday, September 2. The pool closes on Monday, September 3. Per the request of the Board, our general meetings have been moved to Key School Barn Commons, except for our November election meeting. That meeting will still take place in Key School Katharine Hall.

BEACH: Marilyn Carpenter reported on minor repairs at the beach. We had two broken swings and we had new gravel delivered. Repairs have been done to an electrical outlet by the port-a-pottie. Marilyn bought a folding table for Happy Hours. Tommy Grierson of Price Cutters did a fantastic job performing clean up at the beach after the opening of the Conowingo Dam flood gates sent much debris to our shores. \$1500 was approved to raise the sea nettle nets due to debris in the water, but Price Cutters cleaned the nets and we did not need to raise the sea nettle nets. The playground equipment contract is not going to be signed tonight. Marilyn is not in agreement with Kompan’s surfacing and border. She is awaiting more information. Discussion of the contract and of the playground perimeter followed. Dave Miles said Grass Roots also installs playground equipment and had a proposal from them to give to Marilyn. Tom Schwallenberg is representing the Beach Committee on the sea wall erosion issue. Tom filled the eroding hole behind the sea wall with gravel and rocks. It is holding well. The Beach Committee is in favor of retaining the sea wall.

ENVIRONMENTAL: Kevin Green reported that the rain garden planting on Harbor Drive will be done by the end of September. The job will be closed out once the plantings are done.

Swale work on the other side of Harbor Drive is being worked on. Fall cleaning of rain gardens will be performed.

HILLSMERE HOUSE: Tom Schwallenberg reported that the water system is working in the Hillsmere house. Tom would like to remove non-working appliances to include the dishwasher, washer, and dryer.

PERMITS: Dave Miles reported that we sent out two letters to residents in violation; 307 Cedar Drive and 512 Hillsmere Drive. Both residents need to obtain a County Building Permit as well as an HSIA Building Permit. Another resident is having work done on an existing deck that is only 7 feet from the property line. Due to our lack of knowledge when the existing deck was built, Dave suggests the resident move the existing deck to be in compliance, and suggests the resident speak with the contractor. This is the second time, within a few months, that this contractor has been in violation. Dave also suggests HSIA send a letter to the contractor.

PIERS & HARBOR: Steve Vanderbosch reported as follows:

1. **Marina:** AAFD accepted the Heidler Standpipe system test, and in early August passed the Marina on its Annual Inspection. A second Electrical Datum Plane survey will be performed by Bay Engineering, which uses Mean Higher High Water as a starting reference rather than highest high tide in 10 years. A contract was awarded to Grass Roots Landscaping to restore the Marina driveway drainage ditch. Work was scheduled to start this week. The County (finally) cut back shrubbery and cleared the drain pipe under Bay View Drive East. On Saturday, August 4, about two dozen volunteers answered the call to help clean up the debris from the Conowingo flush at the Marina. In less than two hours, the rip-rap and Marina were picked clean of tons of debris, which was later hauled away. Once again, many hands made for light work. Unfortunately, the debris, although diminished, continues to float in with the changing winds and tides, and we continue to accumulate piles of debris and even some big logs and tree trunks.
2. **Sunset Boat Ramp:** HSIA's application for a Special Exception Permit and related Variances were filed with Anne Arundel County for the reconstruction of the Sunset Drive Boat Ramp. We are now waiting for scheduling of a Hearing Date on the Application
3. **Boat Lift Project:** The Boat Lift RFP has continued to be delayed due to the Electrical Datum Plane issue.
4. **Boat Park:** No issues to report; there is room available in the Boat Park.
5. **Kayak Racks:** Kayak racks are full; there is a waiting list. Eagle Scout Sunset Ramp kayak rack project awaiting AACo approval of revised Building Permit application (due 9/5/18).
6. **Financial:** The P&H Committee reviewed a draft FY2020 Budget and anticipates recommending to the HSIA Board that P&H Fees (slips, ramp keys, kayak racks, boat park) for FY202 remain unchanged.

POOL: Nothing to report. Brooke George and Kate Brew are stepping down as Pool Chairs.

ZONING & COVENANTS: Claire Corcoran reported on the following:

1. **416 Hillsmere Drive** – a County inspector cited the resident. The resident removed some junk from the property and it looks better. Some vehicles are gone.
2. **108 Carroll Drive** – this was a rental property and there were trailers full of junk in the front yard. It has been cleaned up.
3. **106 Magnolia Lane** – A County inspector has gone to court on this property. The resident must remove vehicles by September 7.
4. **307 Cedar Lane** – This property was purchased by flippers and it was gutted and is being renovated, but no permits have been obtained. The County came out very quickly when Claire notified them. The property is cited with a Stop Work Order. Claire has spoken with the investors and they are going through the permitting process. The County is overseeing.
5. **512 Hillsmere Drive** – A second driveway was put in and the County approved it due to a handicap situation. A large free-standing shed, about the size of a garage, was built in the back yard without a permit. The resident has “hot-rod” cars and revs the engines frequently, at a very high volume. Claire contacted the County and an AA County police officer stopped by to measure the dB levels. The cars are legally permitted hot rods, but the police officer told the residents that the cars need to be turned off as soon as the cars enter the driveway.
6. **105 Huse Drive** – Claire met with 20 neighbors regarding the “sober house” at 105 Huse Drive. Erica Stahrr is Claire’s liaison on Huse Drive. The Health Department has been to the house twice and County Zoning has been to the house twice. Pat Daley, County Constituent Officer, is putting pressure on at the County level. MDE is looking into the lead issue. The SDAT has now been changed to a rental property so the owner cannot claim it as her primary residence any longer.

OLD BUSINESS:

1. Mike Waters mentioned that at the end of the July Board meeting, there was a motion to approve ESA study to determine what would occur to the beach seawall if structures were removed, NTE \$3000. Mike Waters has asked ESA to revise their proposal to add on an estimate of the cost to remove the seawall and hard structures. The study is now NTE \$4000. The motion was passed quickly at the end of the July Board meeting, so we’re revisiting it. Steve Vanderbosch put the motion forward and the intention was to get the ball rolling. Steve Vanderbosch doesn’t think that removing the wall will be approved by the community, so he doesn’t feel there is a need to revisit the previous motion with this possibility. Steve thinks that breakers out in the water would work. Mike Waters posed the question to the Board, “Do we have a problem to address?” Teresa Sutherland stated that the Board believes we have an erosion problem at the area of the Locust tree and a safety issue at the concrete steps. Mike Waters asked “What do we need to do to have a beach where the wall is? The County watershed came to see our erosion problem and made suggestions. Eric Michaelson, the County Watershed Protection & Restoration Head, was supportive of us using County resources. Mike Waters learned that we can apply and receive clean dredge material. Can we use resources to fill in our beach? Mike Waters is very much in favor of pursuing this. **Marilyn Carpenter moved the Board rescind the award of the amendment to ESA. Dave Miles seconded the motion. Vote taken – unanimously approved.** Mike Waters asked if Kevin Green

(Environmental) and the Beach Committee work together to come up with solutions and report at the next Board meeting? Kevin Green agreed.

2. Marilyn Carpenter wants to discuss the perimeter work to be done at the small playground. Mike Waters said that we're out of time and asked for a motion to adjourn.

Brian Gallagher moved the Board adjourn the meeting. Dave Miles seconded the motion. Marilyn Carpenter objected. Vote taken – 6 in favor (Brian Gallagher, Robin Clark Eilenberg, Dave Miles, Gene Gross, Claire Corcoran, Mike Wurst); 3 opposed (Marilyn Carpenter, Steve Vanderbosch, Teresa Sutherland. The meeting adjourned at 9:17 pm.

Respectfully submitted,

Jean Somers
Administrator