

**Approved at Annual meeting August 25, 2018**  
West View Shores Civic Association Annual Meeting  
Meeting Minutes  
August 26, 2017

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### Call to Order

- The meeting was called to order at 9:04 AM August 26, 2017

### Pledge of Allegiance and Moment of Silence

- Occurred and observed.

### President's Comments

- Marion welcomed new residents -
  - Bryan & Patti Cassidy (Shetzline - Bluff),
  - Keith & Stephanie Balink (Twadell - Basin),
  - Mulligan Family (new house on Bluff),
  - Charles Reed (Jester - Midway),
  - David Dorr (Egitto - North),
  - Jonathan & Tiffany Willard (Embody - Basin)
- Marion reviewed minor "Housekeeping" items
  - Email addresses - if you have one; if it's changed - let us know Gets info to you quicker and saves us \$ for mailings.
  - Speeding
  - Grass cuttings off road
  - Noise
  - Pick-up after your dogs
  - Vehicles on the beach
- Marion reviewed WVSCA's successful events
  - Summer Solstice, Crab/Beef Feast - next event is the Harvest Moon on Oct 7 at 6pm
- Marion reviewed WVSCA Shares when property transfers
  - When selling, please consider offering your share to the buyers - to buy or transfer as part of the deal
- Judy Ryzner has one more year in her term as Director of the West District. We expect she will be elected WVSCA's new Treasurer. The WVSCA President will be appointing someone to fulfill her term ending 2018. If anyone is interested in serving, please see Marion.
  - The West District – area bounded by South Drive, Bluff Road, Basin Road up to Low Road.
  - The person appointed does not necessarily need to be from the district.
  - The individual must own a share and be current on fees.
- Thanks to volunteers - drainage, beach, events, and those that do things for our community that we don't know about.
- Thanks to Holly Kutz, our outgoing Treasurer and Fay Miller, our outgoing Assistant Treasurer - they both have spent many long hours performing their duties with accuracy and dedication - we thank them for their service.

### Secretary's Report

- The minutes of the WVSCA community meeting of May 20, 2017 were reviewed and approved by voice vote without change.

### Audit Report

- The 2016 audit was postponed due to Holly's serious illness. The audit was performed on Sunday, August 20th
- Judy Ryzner and team performed audit of the books and reported no exceptions.

### Treasurer's Report – Holly

- The Treasurer's report as of 8/25/2017 was reviewed and approved by voice vote without change.

### Comments from Community

- Ellie – Organizing a beach vegetation clean-up workgroup, for September 16 and October 7. Requesting volunteers
- Frank Woodruff – Announcement about a non WVSCA Oyster dinner. September 23<sup>rd</sup>.

### Old Business

- Valerie shared information on Pearce Creek project.
  - Monitoring wells have been drilled

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- Minor work being completed on the site
- Site will be closed to public until after the dredging this winter
- Dredging will be November 2017 thru March 2018
- No dredge materials will be placed at Pearce Creek until November 2017.
- Valerie shared information on the Cecilton Water Project
  - All distribution lines are completed
  - On lot work has begun in Bay View Estates
  - Testing for portability is in process.
  - When water is potable, fire hydrants will be functioning
  - When water is potable, on lot work will begin in West View Shores
  - Earliest possible time will be week of August 28 (earlier announced plan was to begin in late September)
  - Will focus on full time residents and snow birds first
  - When all work is completed for hook ups, they will come through to take care of any issues on properties making sure that everything is in order.
  - Goal is to leave the community as good as it was or better.
- Marion reviewed information on behalf the Drainage Workgroup
  - List of Drainage projects was reviewed. Highlights:
    - Between September 2016 and August 24, 2017:
      - 31 action items have been identified
      - 16 items have been completed, on hold, or deemed not necessary
      - of the 15 remaining items, 9 can be done by community volunteers and 6 by contractors
      - 3 of the 6 contractor items will be voted on at the Annual meeting on Saturday
    - When cooler weather arrives, we'll organize some work days and ask for volunteers from the community to help.

## New Business

- Revetment
  - Current status: This is an on-going worry for the community. A couple years ago, we were not allowed to do work "inside" the area (land) – rather than "outside" (water). We are reaching out to the county to renew these discussions and understand the situation.
- Drainage Maintenance
  - D&D Lawn Service responded to RFP to inspect and clear debris from 27 inlets and outlets of our drainage system.
    - RFP asked for it be done after a heavy rain or snowfall; once a month from January thru September; and twice a month from October thru December
    - The cost for inspection only is \$50/time and the cost for inspection and servicing (clearing and removing debris) is \$150/time.
  - Analysis of potential costs to community.
    - On the high end, the total price could be \$3,750 for a year based on the following assumptions:
      - 1 time a month for 9 months at \$150/time=\$1,350
      - 2 times a month for 3 months at \$150/time=\$ 900
      - Estimate 10 times for heavy rain/snowfall=\$1,500
    - WVSCA community will review 2 proposed budgets options ; one with \$3,000 for drainage maintenance and one without
- Review of 2018 Proposed Budget
  - Two proposed budgets were reviewed. Both reduced fees from last year.
    - Noted that the budget is funded by WVSCA 132 developed lots, 78 undeveloped lots and 14 Bayview road participants (partial / snow service only).
  - The proposed budgets were discussed. A Motion to keep the fees at the same rate as they were last year to include \$3,000 for the cost of the drainage maintenance, and allow the additional fees to go to capital reserve was proposed. This motion by show of share voting cards was counted and passed.
- Review of Capital Improvement Projects
  - Short & Circle Drainage Project

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- This work is proposed because the Sparks home and property along Short Road is often compromised after a rain/snow event by the amount of water coming down the hill on Circle as well as streams flowing out of the government property. There have been previous attempts by the WVSCA that have failed to direct the water away from personal property.
- An overview of the project is to:
  - improve the drainage ditch coming down the east side of Circle where it goes under Circle,
  - install 200' of drainage pipe (price 18" pipe but may need to use 12") along Short in front of Sparks' property,
  - create a movable swale for the remaining 80' to Basin,
  - improve the catch basins at either end of Short, and
  - install 2 catch basins in the new drainage pipe at 30' and 100' from corner of Short and Circle
- Brian Tuohey of Bay Area Associates responded to our request for price to complete the project. The estimated price is \$27,895.
- The project was discussed. The community posed several questions which were discussed:
  - Did we consider diverting the water to the ditch to the right of Circle drive?
    - Extended community discussion occurred
  - What was the cost of a project about 6 years ago that installed a sponge like material?
    - Cost is not known but believed to be several thousand dollars...and did not work.
  - Has the county approved?
    - No
  - Why only 1 estimate?
    - One other contractor has declined to quote. He was unwilling to work with the community based on past experience.
  - Is there a guarantee?
    - Contractor agrees with the approach but won't guarantee results, only his workmanship. The design is not guaranteed.
  - Will the county advise as part of the permit process?
    - County in the past has refused to advise.
  - What is the source of the water?
    - All the uphill properties, road, and the "government" property to the right.
  - Does the plan address all those issues?
    - It is believed do so.
    - Discussion about the AECOM Engineering study occurred. This study was shared with the contractor. The contractor used as advice but is not performing a part of the AECOM recommendation.
  - Any estimate of possible overage in costs?
    - No – what is proposed would be actual quote.
- After discussion a Motion approve the capital expenditure and proceed with the project occurred. This motion by show of share voting cards was counted and passed with 45 votes in favor. Work will be done this fall.
- Tractor Servicing
  - The tractor is in need of a major repair or replacement to make it safe and useable. Three options were outlined. Replace new (\$27,000), Replace Used (\$14,500), Repair (\$3,880).
  - Existing tractor is a 1986 Tractor, purchased in 1991 with 2,600 engine hours.
  - During the week of August 14th, a mechanic from Atlantic Tractor inspected tractor.
    - Mechanic believes that after a good servicing, the tractor will be in good and safe running condition – Engine has 2600 hours. Mechanic says the engine does not need to be rebuilt. Mechanic can't say when / if the engine would have a major failure.
  - total estimate, including pick-up and delivery is \$3,880.52
  - The project was discussed. The community posed several questions which were discussed:
    - Was renting considered?
      - Yes. Cost is approximately \$500 each usage.

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- Did we consider outsourcing all work to a service such as D&D?
  - No.
- Availability and convenience was discussed.
- Residual costs of existing tractor were discussed (Amount is not considered significant...perhaps \$500)
- Concerns regarding investing significant repair costs in an old tractor were discussed.
- A discussion about the amount of available capital reserves being expended if both projects are approved occurred.
- After discussion, a motion was made to purchase the used tractor for \$14,500. This motion by show of share voting cards was counted and passed with 38 votes in favor.

### 50/50 Drawing

- \$129 – in total. Winner contributed funds back to WVSCA for the cost of the tractor.

### Election Results

- Ballot passed as published.
  - Vice President: Valerie Woodruff (2017-2019) - 1st term
  - Secretary: Paul Miecznikoski (2017-2019) - 2nd term
  - Treasurer: Judy Ryzner (2017-2019) - 1st term
  - Assistant Treas: Kathy Peake (2017-2019) - 1st term
  - Director at Large: Eddie Lavin (2017-2020) - 2nd term
  - Director East: Rose Kannuck (2017-2019) - 2nd term
  - Director West: Steve Modzelewski (2017-2019) - 2nd term
  - Director Central: Jim Miliner (2017-2019) - 1st term
  - Director West: to fulfill Judy's term - to be appointed

### Adjourn

- There being no further business, the meeting was adjourned at 10:40