**The Colington Harbour Association, Inc.**

**Board of Directors**

**11/17/2015**

The Colington Harbour Association Board of Directors met on November 17, 2015 at 7:00 p.m. at the clubhouse. Steve Ornstein, Frank Hendricks, Hickman Finch, Sharon Wheless, Dennis Donaldson Bill Hentnik, and Bob Burk were present. Karl Kniffin, Association Manager was present representing Village Realty. Elisabeth Silverthorne was present as the Association’s legal counsel.

Mr. Ornstein called the meeting to order. Those present observed a moment of silence.

**Approval of Agenda:** On a motion by Mr. Burk and a second by Mr. Hendricks, the agenda was approved as submitted by all in attendance.

**Approval of Minutes:**  Mr. Burk made a motion to approve the minutes as presented. Mr. Hendricks seconded the motion and the motion passed by all in attendance.

**Crime Watch Update**- Mr. Wheless presented the following report;

**Breaking & Entering with Larceny and Damage to Property**

200 block of Kitty Hawk Bay Dr. (Very good leads as well as latent evidence collected)

**Drug Violations**

300 block of Sandpiper Dr.

King William Ct

600 block of Colington Dr.

**Disputes**

300 block of Eagle Dr.

400 block of Harbour View Dr.

200 block Sir Richard East

**Domestics**

300 block of Sandpiper Dr.

W Swan Ct

Sea Gull Ct

400 block Harbour View Dr.

**Damage to Property**

100 block of Sunset Dr., mailbox

500 block of Colington Dr., mailbox

**Fights**

200 block of Harbour Rd

Kitty Hawk Bay Ct

x2 300 block of Sandpiper Dr.

**Dog Bites**

Mybet Ct

**Juvenile Disturbances**

800 block of Colington Dr.

**Arrest(s)**

Simple Assault, 300 block Sandpiper Dr.

Mr. Wheless said the Colington Harbour Community Watch is no longer under that title. Now it will be the Colington Island Community Watch. The community watch is now for every neighborhood on Colington Island from Baum Bay back. The monthly meetings will be held the 2nd Thursday of each month, at the Colington Volunteer Fire Dept. They are hoping to get a better turn out of people who want to be involved in helping to keep their communities safe. The next meeting date is 12/10/2015, at 7pm at Colington Volunteer Fire Department. Mr. Wheless will still attend the Association meetings to report what is happening within the harbor. Mrs. Wheless requested to have the Community Watch report the percentage of crimes for the Colington Harbour vs. the entire Colington Island so the community might be able to set goals. Mr. Donaldson questioned why a break in was not on the report.

**ACC Report** – Mr. Kniffin reported that there were twelve applications put in with the ACC. This included three new homes, one dock, two bulkheads, five fences and one solar panel. All the applications reported were approved and there were no known pending.

**Board Member Reports /Comments –**

Mrs. Wheless requested that management find out if the 300 block of Sand Piper Drive is very active on crime list and see if the property is a rental, then try to contact the owners. It was also requested that management look into the ACC follow up policy on applications after they are approved.

Mr. Ornstein reminded the members that there is no Board meeting in December. The next meeting will be in January, at which point the Board meetings will become bi-monthly. The Annual Meeting will still be in June. He requested that Management and Mrs. Wheless send a reminder to the community. Mrs. Wheless will add a reminder on the website.

Mr. Hendricks informed the members that there have been several people calling the fire department about smoke in their houses after they turned on the heat. This is usually the dust on the coils.

Mr. Burk reported that the accountant had finished the audit and provided the association with the correct opening balances after the change of management in July. The federal tax return was also completed. The opening numbers will be reported at the next workshop meeting.

**Member Comments**

* Marion Carrol- The follow up of the ACC was an issue the last Association Board tried to fix. Mrs. Wheless stated that this used to be a policy and management had been asked to look into a solution for this issue. Mr. Kniffin informed the members that the guards do have a contractors list that is currently being submitted weekly and being put into the box for the ACC. The problem was the contractor’s list was being filed before the ACC would see it. The problem has been addressed.
* Jeff Kluger- Mr. Kluger is a local Realtor who lives in Colington Harbour. Management contacted him about one of the for sale signs on a property that he had listed. Management had informed Mr. Kluger that the sign needed to be parallel to the road due to abide by the Colington Harbour covenants. Mrs. Wheless stated it has to be parallel to the road and the covenant is a current covenant. Mr. Burk stated that changing the covenants requires a vote from the membership. The Board had presented a number of proposed changes to the membership but did not receive the required number of responses to make the changes. Management informed Mr. Kluger that several Realtors with signs in violation had been contacted. Mr. Kluger asked if there was a rule was regarding people living in campers. Mr. Ornstein stated if they were visiting the max is seven days. If they are there all summer then that should not be happening. The camper can be parked in the yard as long as it is licensed and registered. If the registration is not current the camper must be covered. The same rules apply for boats and vehicles. Mr. Kluger was asked to report items to management when they are noticed.
* Ann Kluger- Mrs. Kluger was concerned with the abandoned house at 501 Harbour View. Management has been in contact with Bank of America and is currently working on getting the situation resolved.

**Management Report :**

Mr. Kniffin presented the following management report:

* Permit Renewal for Jetties-Management received the official permit extension from the Department of Coastal Management. They have extended the CAMA permit until December 31, 2017. No requests for bids have been sent out.
* Memorial Fund- Raised over $3100 from the community and there was a large Harbour turnout at the funeral, the family is very grateful for all the support.
* New Traffic Pattern and Passes at Front Gate to start after Thanksgiving- There will be a new layout at the gate that we will be trying. Where the arrows are on the pavement we will be installing some flexible delineators, merging people towards the other side. Currently the arrows do nothing. The area is so wide people do not pay attention. This it will hopefully cause the left hand lane to be more aware of people coming through the right lane. The new passes will have a date stamp and will cause the guest to stop every time to verify proper date and this will help the guard to interact with people coming through the gate. This will slow process might also cause the person to get a barcode if they are residents. Guards have been giving the office a weekly list of vehicles running the red light and we have been calling and writing many letters letting the resident know of fines that will be imposed if they do not fix the problem by coming to the office and getting a barcode. So far it seems to be working. There will be a note in the next Harbour Headlines about the new pattern and guest passes. Mrs. Wheless requested the light on the guard house to remain red rather than turning it off and on.

**Ratification of Actions Taken without a meeting**

**Mr. Ornstein informed the members of items that had been voted on at the previous workshop.**

* **Predetermined spending amount for management-** Mr. Donaldson made a motion to set the predetermined amount at $6,000 and review at a later date. Mr. Hendricks seconded the motion and it was passed by all in attendance. Mr. Ornstein stated the clause was always there but no monetary amount was set till now.
* **Contract to include hiring and termination-** On a motion by Mr. Hentnik and a second by Mr. Finch the Board unanimously approved giving Village Realty the authority to hire and terminate Colington Harbour employees without consultation with the Board.
* **Drainage work on Rhodoms-** Mr. Hentnik motioned to amend the original motion in July and remove Rhodoms Drive from the drainage prioritization. Mr. Hendricks seconded the motion. Motion was passed by all in attendance. Mr. Hentnik made another motion to begin working on the project using the Colington Harbour maintenance staff and resources right away. Mr. Hendricks seconded the motion and it was passed by all in attendance. Mr. Ornstein stated at this time the starting of the project had been delayed due to standing water.

**Member Comments**

* John Collins- Mr. Collins is concerned that the Board made a decision to change to a bi-monthly meeting and will continue to have the closed workshop meeting where motions will be passed without involving the members. Mr. Ornstein stated that minutes from the work shop board meetings are in the process of being added to the website by Mrs. Wheless. Mr. Collins is also concerned about quit claim deeds that the association had deeded common property when an owner had the bulkhead repaired. Mr. Ornstein stated it was a CAMA regulation that the bulk head needs to be extended and cannot just repair the original. Mrs. Wheless stated that it was in the best interest of the association, otherwise the association would be responsible for the bulkhead and repairs. Mrs. Wheless stated there was precedence and legal advice in the matter. Mr. Collins requested financial reports and budget versus actual in the January meeting.
* Mr. Kluger asked about different violations going on in the harbor and what should be done when he sees violations occurring. He was asked to report them to management for follow up.

**Adjournment**: Mr. Finch motioned to adjourn and Mrs. Wheless seconded it. Motion passed by all in attendance. 7:42pm

**Executive Session**