



OCEAN PINES ASSOCIATION, INC.  
BOARD OF DIRECTORS' REGULAR MEETING  
Saturday, April 6, 2019  
9:00 AM, Assateague Room, Community Center

PRESENT: Doug Parks, Steve Tuttle, Colette Horn, Slobodan Trendic, Esther Diller and Frank Daly.

ALSO PRESENT: John Viola, GM and Treasurer, Colby Phillips, Director of Operations, Steve Phillips, Director of Finance, Michelle Bennett, Executive Secretary, 2 members of the press and approximately 34 Association members.

**Call to Order** – Doug Parks called the meeting to order at 9:00 am with the Pledge of Allegiance.

**Approval of Agenda**

Mr. Parks moved to amend the Agenda, Mr. Daly seconded, 5 in favor (Parks, Tuttle, Horn, Diller and Parks, 1 opposed (Trendic). Mr. Parks moved to remove the Motion to lease the golf course, Ms. Horn seconded, 2 in favor (Parks and Horn), 1 opposed (Trendic), 3 abstain Tuttle, Diller and Daly). Mr. Daly moved to add the Motion to approve the Police project, Mr. Tuttle seconded, all in favor. Mr. Daly moved to add the Motion to approve the Country Club project, Mr. Tuttle seconded, all in favor. Mr. Daly moved to add the Motion to approve the Cart Barn project, Mr. Tuttle seconded, all in favor. These Motions will be added before the Closed Motion under New Business.

**Approval of Minutes**

March 9, 2019 – Regular Meeting – Mr. Tuttle moved to accept, Ms. Horn seconded, all in favor.

March 30, 2019 – Special Meeting – Mr. Daly moved to accept, Ms. Horn seconded, 5 in favor (Parks, Tuttle, Horn, Diller and Daly), 1 abstain (Trendic).

**President's Remarks – Doug Parks** – Mr. Parks explained the State of Maryland proposal for a roundabout at the Northgate and Rt. 589, they have requested a small portion of OPA land. The proposal is being reviewed by our Attorney. Mr. Tuttle will take all property owner questions and concerns to State Highway.

**Treasurer's Report- John Viola** (see attached)

**Operations Report – Colby Phillips and Steve Phillips** (see attached)

**Public Comments**

10 Association members provided comments.

**Capital Purchases Requests- None**

**CPI Violations-**

16 Sandyhook Rd. - Mr. Daly moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Ms. Diller seconded, all in favor.

54 Bramblewood Dr. - Mr. Daly moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Ms. Diller seconded, all in favor.

### **Unfinished Business – None**

### **New Business –**

MOTION: Move to appoint Jeff Knepper as a Director on the OPA Board. – Doug Parks, Ms. Diller seconded, all in favor.

MOTION: Move to approve the position of Director of Operations as requested by the General Manager with a salary range commensurate with the associated duties and responsibilities. – Doug Parks, Ms. Diller seconded, all in favor.

MOTION: I move that the Board of Directors initiates a referendum to obtain the approval of OPA membership on the planned action to replace existing golf amenity facilities, namely the clubhouse and the cart barn buildings. – Slobodan Trendic, no second.

MOTION: I move that the Board of Directors approves the action to issue an RFP, with the help from an independent industry expert, to lease OPA's Golf Course with an intent to have the results presented to the Board by July 1, 2019. – Slobodan Trendic, no second.

MOTION - To agree as a Board to submit an RFP for executive search firms to aid the Association in identifying candidates for the GM position. – Colette Horn, Mr. Tuttle seconded. Mr. Daly moved to table the Motion, Ms. Diller seconded, all in favor.

MOTION: to approve the formation of a Compensation Work Group to develop a Resolution on Compensation Philosophy for OPA that forms the basis for the organization's pay and benefit package structure with the expectation that it be monitored and reviewed based on recommendations to the Board by an ongoing General Manager Work Group to include representatives from each Department. – Colette Horn. Mr. Daly seconded, 2 in favor (Parks and Horn, 4 opposed (Tuttle, Trendic, Daly and Diller), 1 abstain (Knepper).

MOTION: To award a contract in the amount of 1,276,000 for a Guaranteed Maximum Price Contract to Whayland Construction for the expansion and renovation of the Ocean Pines Police Department. – Frank Daly, Mr. Tuttle seconded, 6 in favor (Parks, Tuttle, Horn, Diller, Daly and Knepper), 1 abstain (Trendic).

MOTION: To award a contract in the amount of \$1,600,000 for a Guaranteed Maximum Price Contract to Whayland Construction for the design and construction of a facility located at the Ocean Pines Golf Course to replace the existing facility with a multipurpose Golf/Community Use facility. – Frank Daly, Ms. Diller seconded, 6 in favor (Parks, Tuttle, Horn, Diller, Daly and Knepper), 1 opposed (Trendic).

MOTION: To award a contract in the amount of \$430,000 for a Guaranteed Maximum Price Contract to Whayland Construction for the design and construction of a facility located at the Ocean Pines Golf Course to replace the existing facility used for the storage and maintenance of golf carts. – Frank Daly, Mr. Tuttle seconded, 6 in favor (Parks, Tuttle, Horn, Diller, Daly and Knepper), 1 opposed (Trendic).

MOTION - At a meeting of the Board of Directors of Ocean Pines Association, Inc., held on this 6th day of April, 2019, at 9 a.m. in the Assateague Room of the OPA Community Center the Board voted to adjourn to closed session for the purpose of discussion of personnel matters specifically pertaining to the appointment of John Viola to assume the duties of General Manager for a term to be established by the Board, as permitted by the MD Homeowner's Association Act, Section 11B-111(4)(i) Discussion of matters pertaining to employees and personnel. – Colette Horn, Mr. Daly seconded, all in favor.

### **Appointments –**

Jenny Cropper-Rines – 3<sup>rd</sup> Term – Communications

Elaine Brady – 3<sup>rd</sup> Term – Communications  
John O'Connor – Extension – Budget & Finance  
Jim Trummel – Chair – By-Laws & Resolutions  
Larry Perrone – Chair – Budget & Finance  
The above nominations were approved unanimously.

At 11:27 am Mr. Tuttle moved to adjourn, Ms. Diller seconded, all in favor.

\*Please note at the March 9, 2019 Regular Board Meeting, Mr. Parks moved to adjourn to closed session for the purpose of matters pertaining to employees and personnel specifically to discuss matters related to the GM separation agreement as permitted by the MD Homeowner's Association Act, Section 11 B-111 ( 4) (i). - Ms. Horn seconded, all in favor.