**Board Members Present:** Dennis Baker, Max Munger, Dale Maxwell, Duane Heidemann, Larry Reich (by phone), and Aubrey Mumford

**Board Members Not Present:** Gary Heal, Amy Rispin, and Dan Mathias

**Staff Present:** Rhea Webster

**Property Owners Present:** Peter Holt, John McCall, Len Addiss, and John Ivancik

Dennis Baker, Vice President of the Board of Directors for the Drum Point Property Owners' Association (DPPOA), called the meeting to order at 7:00 p.m. The meeting was opened to public comment.

**Public Comment:** None

**Office Update:** Rhea Webster reported as follows:

1. A reimbursement of $21,357.61, for fourth quarter 2012 Administrative and Operations and Maintenance expenses, was received from County-held Special Tax District (STD) funds. The amount of the reimbursement request was misstated as $11,489.30 during the previous Board meeting.
2. A reimbursement of $392.36, for final expenses associated with the Rejuvenation project, was also received from the STD capital expense fund held by the County on behalf of the DPPOA.
3. Statements for Covenant fees and Association Dues were mailed on February 8th. Payments are being received and posted.
4. The spring newsletter was mailed to all Board members on February 11th. Final approval is needed within the week in order to proceed with printing and mailing.
5. The invoices for snow removal in January, in the amount of $11,636.38 have been received ($3,855.88 for labor and $7,780.50 for salt). The contract with Grover’s Lawnscape is based on performance. Once an assessment of the performance is made, a 10% - 15% award above the cost of labor is discussed and approved by the Board. Gary Heal inspected the roads and recommended, via e-mail to the Board, a 12% increase over labor cost. After brief discussion, Max Munger made a motion to award Grover’s Lawnscape 12% over the cost of labor, as recommended. The motion was seconded and passed unanimously.

**Approval of Minutes:** Duane Heidemann made a motion to approve the minutes from the January 8, 2012 Board meeting. The motion was seconded and passed unanimously. The minutes were approved as distributed.

**President’s Remarks:** Dennis Baker stated that a discussion about community emergency services will be held under New Business. The previous emergency plan was last reviewed and approved in June 2010. The discussion will focus on liability issues regarding association with the County Emergency Services office.

**Round Table:** Duane Heidemann reported that he spoke with a homeowner who voiced concern regarding ice at the intersection at Barreda Boulevard and Lake Drive. They asked that closer attention be paid to this area. Grover’s Lawnscape will be advised to focus on this and all intersections where ice can develop.

**Action Items:** Jeff MacDonald is in the process of assessing priorities for capital work projects in the community and will present a report at the next meeting.

**Treasurer:** The Balance Sheet and Profit and Loss Statement were distributed. With the number of capital projects completed this year, the STD capital budget has been spent, but funds remain in the County-held STD capital expense account.

**Environmental Committee:**  No report

**Planning Committee:** No report

**Road Retrieval Committee:** Duane Heidemann reported that no evidence has been found that a vote by property owners, for approval of the transfer of roads to the County, was conducted. The Committee recommends that any future decision to turn roads over to the County be decided by a vote of all property owners and that the vote be documented. The Association By-laws require that a vote take place. A statement to clarify the procedure for the transfer of property will be drafted by the Committee for inclusion in the Policies and Procedures Manual.

**Old Business:**

**New Business:**

**Community Emergency Service Center:** A draft of the Emergency Plan was distributed. Peter Holt explained the reason behind the change in the relationship between the Calvert County Emergency office and what had been the Drum Point Community Emergency Response Team (CERT). The following was noted:

1. Calvert County cannot extend liability coverage to volunteers within the Drum Point community unless those volunteers hold current certifications under the CERT program and have been activated by the County Emergency Services office.
2. The Drum Point CERT was organized primarily to aid the Drum Point community.
3. In consideration of the County’s inability to extend liability coverage and to avoid the risk of liability, Peter Holt elected to resign as the Drum Point CERT Coordinator. Mr. Holt remains a member of the County CERT Program and will continue to liaison with County emergency staff as needed.
4. It is recommended that an Emergency Services Center, with no direct connection to the County program, be maintained in the DPPOA office.
5. Mr. Holt suggested the Board form a committee to study the ramifications of liability issues with regard to the Emergency Plan as proposed. Ralph Swartwood, a property owner in Drum Point and former insurance agent, has offered to serve on the committee and lend his experience to the Board.
6. Information, on how best to proceed, was requested from the Association’s insurance company. The response received needs clarification. A meeting will be scheduled with the insurance agent.
7. A “hold harmless” agreement draft, proposed by Gary Heal, was distributed for review and may be considered by the Board.

**Public Comment:** None

The next meeting is scheduled for March 12, 2013.

With no further business to discuss, Max Munger made a motion to adjourn the meeting. The motion was seconded, and the meeting adjourned at 8:10 p.m.