

**Cordry-Sweetwater Conservancy District**  
**Board of Directors Meeting**  
October 20, 2020, 7 PM, CSCD Office

1. **Board Members Present:** Herb Benshoof, Josh Edwards, Pat Sherman, Jay Nogan, Chad Crimmins, Matt Petersen, and Ted Adolay
2. **Board Members Absent:** None
3. **Also, Present:**
  - a. **Staff:** Josh Hawley, Jimmy Green, Brittany Bay, Nick Johann
  - b. **CSCD Attorney:** Roger Young
  - c. Estimated 40 Freeholders present and 83 Freeholders watching via Zoom
4. **Welcome**
  - a. Mr. Crimmins introduced each Board member including how long they have owned in the District and what specific skills they bring to the Board
5. **Meeting Agenda Modifications:** (None)
6. **Resolution 2020-9: Authorizing Imposition of Assessments**
  - a. Mr. Sherman spoke about developing a fair way to spread out the costs of maintaining the District. He spoke about the creation of a Finance Committee to aid in future assessment decisions. He also spoke about the creation of an Advocacy Committee to build relationships with Brown County to receive more assistance from the county.
  - b. Question & discussion on road maintenance in the CSCD and on nearby county roads
  - c. Comment from Freeholder about appreciation on properties sold in the District not being equal
  - d. Mr. Petersen discussed his research on other lake districts and how they fund their expenses. Many utilize user fees including boat stickers and launch permits. He also helped define “works of improvement.” Discussion on assessed value versus market value.
  - e. Question on whether tax values and the assessment will have to be recalculated every year. Mr. Sherman answered “yes” due to the budget and expenses changing every year.
  - f. Question on whether Resolution 2020-4 is a “band-aid approach.” Mr. Sherman discussed Resolution 2020-4 as an enabling resolution to allow the collection of an assessment. Mr. Young used an analogy to help better describe the process.
  - g. Question about when this will take place. Mr. Sherman answered that it will take several years to get away from Ad Valorem taxes; but the Board has come up with a dollar amount for 2021. The Finance Committee will evaluate and recommend how to move forward. Discussion. Mr. Sherman stated that the assessment amount would be \$269 per Freehold as defined in Resolution 2020-9 beginning in 2021. Discussion and comments from the public.
  - h. Mr. Edwards stated that he disagreed with the process thus far the Board has taken regarding the assessment and would prefer to see the Board wait for another year.

**MOTION: Mr. Petersen moved to approve Resolution 2020-9 in the amount of \$269 for the equal assessment per freehold as defined in two equal installments of \$134.50 each, paid and collected with the May and November real estate taxes; seconded by Mr. Sherman. Discussion. Roll call vote:**

**Mr. Nogan: Yes  
Mr. Adolay: Yes  
Mr. Sherman: Yes  
Mr. Benshoof: Yes  
Mr. Petersen: Yes  
Mr. Crimmins: Yes  
Mr. Edwards: Nay**

**Motion passed.**

**7. Public Reading & Comment on 2021 Budget**

- a. Mr. Benshoof opened the public hearing at 8:33 pm**
- b. Mr. Benshoof read the proposed 2021 budget total of \$1,795,889 with a \$100,000 Rainy Day Fund withdrawal for Cordry Dam Spillway engineering and permitting. Mr. Benshoof asked for public comment on the 2021 proposed budget.**
- c. Freeholder asked about the deletion of Ecology’s \$20,000 budget amount for dredging on the north end of Sweetwater. Discussion. The Board, with the Conservancy Manager, will improve the overall budget process to ensure omissions and errors aren’t made.**
- d. Mr. Benshoof closed the public hearing at 8:45 pm**

**MOTION: Mr. Sherman moved to approve Resolution 2020-8 and adopt the proposed 2021 budget; seconded by Mr. Nogan. Motion passed unanimously.**

- e. Mr. Sherman stated that the resolution should show that the District will fund the budget with both direct assessment and ad valorem collection and that the ad valorem collection will be reduced by the amount collected via direct assessment.**

**8. Approval of Minutes:**

**MOTION: Mr. Petersen moved to approve the Sept 10, 2020 Executive Session Minutes, Sept 15, 2020 Board Meeting Minutes, Sept 24, 2020 Executive Session Minutes, Sept 24, 2020 Special Session Minutes, and Oct 15, 2020 Executive Session Minutes, as submitted, seconded by Mr. Nogan. Motion passed unanimously.**

**9. Freeholder Concerns:**

- a. No Freeholder concerns**

**10. Management Reports:**

- a. Conservancy Manager/ Superintendent**

1. Mr. Hawley summarized his report. Mr. Sherman requested that all relevant employees watch the State Board of Accounts video on internal controls and have them sign after they have seen it.

**b. Financial Manager:**

1. Mrs. Bay summarized the fund report. The current balance is \$1,898,524.94.

**MOTION: Mr. Sherman moved to approve the financial report subject to audit, seconded by Mr. Petersen, motion passed unanimously.**

2. Mrs. Bay summarized the appropriation report and monthly claims list. The unexpended remaining balance for 2020 is \$443,315.30 or 23.53% remaining.

**MOTION: Mr. Petersen moved to approve the monthly claims subject to audit; seconded by Mr. Nogan, motion passed unanimously.**

**MOTION: Mr. Sherman moved to approve Resolution 2020-7: Transfer of Funds within the Budget; seconded by Mr. Nogan, motion passed unanimously.**

**c. Chief Deputy:**

1. Chief Deputy Green summarized his report.

**11. Commission Reports:**

**a. Building:**

1. Mr. Sherman stated that they have processed a record number of permits and offered praise for the commission members and Building Compliance Officer, Nick Johann.

**MOTION: Mr. Sherman moved to approve building applications 20-101, 20-106, 20-109, 20-110, and 20-115 for approval from the CSCD Board contingent upon lot owners obtaining all permits required by Brown County and meeting all conditions by the Building Commission, seconded by Mr. Petersen. Motion passed unanimously.**

2. Mr. Sherman summarized the variance request up for approval. There were no remonstrators against the variance.

**MOTION: Mr. Sherman moved to approve the variance request for 20-090 for approval from the CSCD Board contingent upon lot owners obtaining all permits required by Brown County and meeting all conditions by the Building Commission, seconded by Mr. Nogan. Motion passed unanimously.**

3. Mr. Sherman summarized the dredging requests that were previously approved by both the Building Commission and the Ecology Commission.

**MOTION: Mr. Sherman moved to approve dredging applications 20-015, 20-016 and 20-017 for approval from the CSCD Board, seconded by Mr. Edwards. Motion passed unanimously.**

**b. Ecology:**

1. Mr. Edwards stated that the 2020 Deer Reduction Hunt is currently underway and going well.

**c. Security:**

1. Mr. Petersen discussed the need to approve Elaina Deiner as the CSLOA Representative and official member of the Security Commission.

**MOTION: Mr. Petersen moved to approve Elaina Deiner as a member of the CSCD Security Commission, seconded by Mr. Sherman. Motion passed unanimously.**

**d. Roads:**

1. Mr. Crimmins summarized the meeting and discussed the need to approve Tobi Ferguson as the CSLOA Representative and official member of the Roads Commission.

**MOTION: Mr. Crimmins moved to approve Tobi Ferguson as a member of the CSCD Roads Commission, seconded by Mr. Benshoof. Motion passed unanimously.**

**e. Water:**

1. No report

**12. Old Business:**

**a. American Tower Lease Contract**

- i. Mr. Hawley updated the Board that he is working on the contract with American Tower and will update the Board next month.

**13. New Business:**

**a. Public Hearing for Water Rate Increase**

- i. **Mr. Benshoof opened the public hearing at 9:13 pm**
- ii. Mr. Hawley read the proposed water rate increase of 24.48% effective with the November billing as well as a \$5.89 surcharge for six months. The rate increase is due to a 36% rate increase from the supplier, Prince's Lakes, as well as the procurement for financing a \$255,000 project for district metering the distribution system.
- iii. Public comment: None
- iv. **Mr. Benshoof closed the public hearing at 9:14 pm**

**MOTION: Mr. Adolay moved to approve Resolution 2020-6 establishing a 24.48% water rate increase and \$5.89 surcharge for**

**six months starting with the November billing, seconded by Mr. Petersen. Motion passed unanimously.**

**MOTION: Mr. Sherman moved to approve Bond Ordinance 2020-1 concerning bond issuance for a ten-year, two percent interest loan for \$255,000 from the State Revolving Fund, seconded by Mr. Adolay. Motion passed unanimously.**

- b. Mr. Hawley requested a pay increase for Josh Bryant due to a promotion to Maintenance Supervisor as well as a positive performance review.

**MOTION: Mr. Edwards moved to approve Resolution 2020-10 to increase Josh Bryant's pay from \$19.71 to \$21.00 per hour effective October 25, 2020; seconded by Mr. Petersen. Motion passed unanimously.**

#### **14. Board Members Concerns**

- a. Mr. Young suggested the Board make an official motion to approve the hiring of part-time Office Clerk, Kaitlyn Williams.

**MOTION: Mr. Petersen moved to approve the hiring of Kaitlyn Williams as a part-time Office Clerk, seconded by Mr. Sherman. Motion passed unanimously.**

- b. Mr. Crimmins expressed concern about several Freeholders leaving before the meeting was over yet state they are uninformed.

#### **15. Adjourn**

**MOTION: Mr. Sherman moved to adjourn, seconded by Mr. Nogan. Motion passed unanimously.**

The meeting adjourned at 9:20 pm.

Respectfully submitted,

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Jay Nogan, Board Secretary

Date Submitted: November 17<sup>th</sup>, 2020