

These minutes are not official until approved by the CSCD Board of Directors

**Cordry Sweetwater Conservancy District
Board of Directors Meeting
“Minutes”**

December 21, 2010, 7:00 PM, CSLOA Clubhouse

Present: Jerry Fenwick, Norman Noe, Cheryl Boyle, Larry Kolar, Quinn Hetherington, David Moebes

CSCD Attorney: Roger Young

Managers: Vernon McGaha, John Collins, Marty Anderson

Guests: Rick Normington, Bill Boyle, Al Taylor, Tom Lowe, Mike Clark, Frank Green, Pat Blocker, Brent Enderle, Mary Johantgen, Randy Taggart, Chad Williams, Stacy Wethington, Christine Clark.

A. Welcome and Pledge of Allegiance:

Mr. Fenwick called the meeting to order at 7:00pm and led in the Pledge of Allegiance.

B. Agenda Modification Motion:

None.

C. Freeholder Concerns:

A freeholder made a request to the board. She stated she will be moving from a side drive to a busy street within the CSCD and would like to place a sign in her yard to warn motorists of her 2 cats, as the cats are allowed outside. The board had discussion on the size of a possible sign then noted that cats fall under the same leash law as dogs. The freeholder thanked the board for their time.

D. Approval of Minutes:

1. June 15, 2010 CSCD Board Meeting Minutes-not completed.
2. June 28, 2010 CSCD Board Special Meeting Minutes.

Motion: Mrs. Boyle made a motion to approve the June 28, 2010 CSCD Board Special Meeting Minutes, seconded by Mr. Kolar—motion carried with 4 votes for and 1 abstention.

3. July 27, 2010 CSCD Board Special Meeting Minutes.

Motion: Mrs. Boyle made a motion to approve the July 27, 2010 CSCD Board Special Meeting Minutes, seconded by Mr. Hetherington—motion carried with 4 votes for and 1 abstention.

4. August 4, 2010 CSCD Board Special Meeting Minutes-not completed.
5. August 17, 2010 CSCD Board Meeting Minutes.

Motion: Mrs. Boyle made a motion to approve the August 17, 2010 CSCD Board Meeting Minutes, seconded by Mr. Hetherington—motion carried with 3 votes for, 1 vote against and 1 abstention.

6. November 16, 2010 CSCD Board Meeting Minutes.

Motion: Mr. Kolar made a motion to approve the November 16, 2010 CSCD Board Meeting Minutes, seconded by Mr. Hetherington—motion carried with 3 votes for and 2 abstentions.

E. Management Reports:

1. Financial Clerk: Mrs. Anderson

- a. **Financial Report:** The financial report was read allowed by Mrs. Anderson.

Motion: Mrs. Boyle made a motion to approve the financial report, subject to audit, seconded by Mr. Moebs—motion carried unanimously.

- b. **Approval of Claims:** Mr. Moebs requested clarification of claim number 20115 to AVC Technology. Mrs. Anderson explained this claim was for a power strip for a workstation, and conversion of the CSCD office from CompuTrain software to AVC software.

Motion: Mr. Moebs made a motion to approve the claims, subject to audit, seconded by Mrs. Boyle—motion carried unanimously.

Discussion: The board had discussion regarding claim number 20265 which was for hydrant rental for the remainder of 2010. Mr. Moebs stated in a previous meeting the board had decided to no pay the remaining hydrant rental for 2010 until the money for security was returned to the CSCD by the DLGF, which will happen in May of 2011. Mrs. Boyle asked Mr. Young if he could recall the previous conversation regarding this issue. Mr. Young stated he did not have the documents in front of him and could not recall the previous decision.

Motion: Mr. Moebs made a motion to amend the previous motion to approve the claims without claim number 20265 hydrant rentals, subject to audit, seconded by Mr. Noe—motion carried with 3 votes for and 2 against. Roll call was requested and is as follows:

Mr. Noe—Aye	Mr. Kolar—Nay
Mr. Hetherington—Aye	Mrs. Boyle--Nay
Mr. Moebs—Aye	

2. Infrastructure Manager: Mr. Collins

- a. Mr. Collins stated the sand spreader and snow plows are working properly. Mr. Collins stated the road crew has currently ordered 40 tons of salt and 100 tons of sand. He stated he will be ordering another 100 tons of sand due to the amount of snow we have already received.
- b. Mr. Collins requested approval to purchase a set of 4 studded tires for one of their vehicles in the amount of \$772.00.

Motion: Mrs. Boyle made a motion to approve the purchase of 4 studded tires in the amount of \$772.00, seconded by Mr. Noe—motion carried unanimously.

- c. Mr. Collins requested the purchase of a laptop to be used in the maintenance building for the purpose of ordering parts and checking weather. There was discussion for the type of computer, laptop vs. desktop.

Motion: Mrs. Boyle made a motion to approve the purchase of a laptop not to exceed \$500.00, seconded by Mr. Hetherington—motion carried unanimously.

F. Budget Forecast Report:

Mr. Moebs stated he had received the data from Mrs. Anderson and did not have a chance to add it to the spreadsheet. He stated he would email the budget forecast to the board members.

G. Commission Reports:

1. Building-Mr. Fenwick

- a. Mr. Fenwick stated the building commission would like to review resolution 2010-9 and bring to the February CSCD Meeting for discussion.
- b. A freeholder on Kiwi Dr. cannot find his septic tank to comply with the rules. The building commission has requested Mr. Young to not take further action against this freeholder but allow additional time for him to comply with the septic rules. The freeholder will have until March 31, 2011 to comply with the rules.

2. Ecology-Mr. Kolar

- a. Mr. Kolar stated the trails seem to be in good order.
- b. The ecology commission will begin discussing fish stocking on the lakes in February 2011.
- c. There is a trapper working both lakes.
- d. The swans are still on the lake.
- e. There will be no meeting in January. There was discussion on attendance at the ecology meetings.

- f. Mr. Kolar stated there was discussion after the meeting with Mr. Jim Ray about becoming a member of the ecology commission, as he is retired from the IN DNR in the area of lake management. Mr. Ray called and agreed to be on the ecology commission. Mr. Kolar stated he communicated with the ecology board members and a couple of them had questions but the majority had no problem with allowing Mr. Ray on the ecology board.

Discussion: Mr. Noe stated that under normal procedures the ecology commission would have voted for the new member prior to the CSCD board being asked to vote to place him on the ecology commission. Mr. Moebs stated there is procedure that is to be followed for new members to be voted on a commission.

Motion: Mr. Kolar made a motion to appoint Mr. Jim Ray to the ecology commission, seconded by Mrs. Boyle—motion failed with 3 votes against and 2 votes for. A roll call was requested and is as follows:

Mrs. Boyle—Aye
Mr. Kolar—Aye
Mr. Moebs—Nay

Mr. Hetherington—Nay
Mr. Noe--Nay

3. Security-Mr. Hetherington

- a. Mr. Hetherington stated the commission selected Mr. Bob Shelton as Chairman.
- b. The security commission has received quotes on the security cameras.
- c. Officer Taggart reviewed the security cameras with the board. The quote is for 4 cameras, license plate & overview cameras. There is the capability to add a total of 16 cameras if necessary. REMC has agreed to place an outlet at our security lights and waive the additional cost for an electric meter. The total cost for 4 cameras would be \$14,277.94. Mr. Kolar requested the item to be tabled to allow the board to review all of the documentation presented.
- d. Mr. Hetherington discussed the purchase of a new patrol car and possibly a new patrol boat. Mr. McGaha requested the purchase of a new patrol vehicle from Matlock Ford at a GSA bid price of \$26,418.00. This vehicle was listed in the 2010 budget for security.

Motion: Mr. Hetherington made a motion to purchase the 2011 Ford Explorer at a cost of \$26,418.00 with additional expenses not to exceed \$5,000.00, seconded by Mrs. Boyle—motion carried unanimously.

- e. The security commission has requested a bid from a dealer for the possibility of purchasing a new patrol boat.

4. Roads-Mr. Noe

- a. The roads commission had no meeting this month due to lack of quorum.

5. Water-Mrs. Boyle

- a. The water commission had no quorum. The water loss is going down.
- b. Cathodic Protection contract needs to be signed by the Chairman of the CSCD board. This contract is for this company to come out and check the water tower and readjustment to prevent rust and corrosion.

Motion: Mrs. Boyle made a motion to approve the \$650.00 contract with Cathodic Protection to be signed by the Chairman of CSCD board, seconded by Mr. Hetherington—motion carried with 4 votes for and 1 abstention.

- c. Mrs. Boyle discussed the need to have Horizon CPA Services perform a review of the water accounts.

Motion: Mrs. Boyle made a motion to pay Horizon CPA Services for a review of the water accounts not to exceed \$3,750.00, seconded by Mr. Kolar—motion carried with 3 votes for and 2 votes against.

- d. The water commission is continuing to look for a new member.

H. Solid Waste-Mr. Moebbs

- 1. The solid waste board met on December 20, 2010.
- 2. The Appliance & Scrap Day was held on December 4, 2010 and they received 35 Freon units and 4 truckloads of metal. There was a cost of \$1,025.00 to dispose of these items.
- 3. There will be a recap report for 2010 available in January.
- 4. There were 4 resolutions past and a reduction in the 2010 budget for the Brown County Solid Waste.

I. Unfinished Business:

- 1. Mr. Young gave copies of the brief from the Klosinki's lawsuit to the CSCD board members. The CSCD has 30 days with which to file their brief. Mr. Young may ask for an additional 30 day extension to file their brief.
- 2. The weight limit ordinance for the CSCD Roads has passed and Mr. Collins will have the signs within the CSCD changed.

3. Mr. Young stated the CSCD has no coverage on the Dams with the exception of an act of terrorism. The CSCD does have operational coverage on the lakes. Should the board decide to obtain insurance on the Dams the insurance company would probably delete exclusion of the Dams endorsement on the insurance policy. Mr. Young recommended obtaining insurance on the Dams within the CSCD.

J. New Business:

1. Mr. Fenwick requested the approval of a small refrigerator to be used in the CSCD office at a cost of \$329.00.

Motion: Mr. Fenwick made a motion to approve the purchase of a small refrigerator for the CSCD office at a cost of \$329.00, seconded by Mrs. Boyle—motion carried unanimously.

2. The CSCD board reviewed the employee holiday schedule for 2011. The dates were revised to drop the ½ day on December 31, 2010 from the holiday schedule.

Motion: Mrs. Boyle made a motion to adjust the employee holiday schedule to change December 31, 2010 from a ½ day to a whole paid holiday and remove January 3, 2011 from the paid holiday list and to remove the ½ day on December 30, 2011 from the employee holiday list, seconded by Mr. Moebs—motion carried unanimously.

3. The resolution 2010-11 for the Comp/Vacation time for the CSCD full time employees was reviewed by the CSCD board.

Discussion: Mr. Kolar stated he felt the CSCD should not pay vacation payout. Mr. Kolar thought it was healthy for employees to utilize their vacation time for personal use. Mr. McGaha explained the difference with law enforcement and the requirements they have that are mandatory. Officer Clark spoke on behalf of himself regarding the vacation payout since he was the employee this affected.

Motion: Mr. Moebs made a motion to accept resolution 2010-11 as presented, seconded by Mr. Hetherington—motion carried unanimously.

4. The rate increase for the CSCD attorney, Mr. Young, was discussed by the board. The increases were as follows, litigation-\$225.00 per hour, attending meetings-\$200.00 per hour, and additional services-\$150.00 per hour.

Motion: Mr. Moebs made a motion to accept the rates of Mr. Young as stated in his letter dated December 7, 2010 with the exception of additional services changed from \$175.00 to \$150.00, seconded by Mr. Kolar—motion carried unanimously.

5. Discussion of repaying funds transferred from the road and water funds to pay for security during the year 2010.

Motion: Mr. Kolar made a motion to repay the CSCD road account in the amount of \$29,047.65, seconded by Mr. Moebs—motion carried unanimously.

Motion: Mrs. Boyle made a motion to repay the CSCD water account in the amount of \$44,309.33, seconded by Mr. Moebs—motion carried unanimously.

6. Mr. Fenwick establishing a committee is formed to set long term goals for the CSCD employee benefits. A suggestion was made by a freeholder to include the CSCD employees on the committee to ensure they will be represented. Mrs. Wethington agreed with the freeholder because of the changes to the benefits this year and the lack of notice the employees received of the changes. Mr. Noe asked if notice was given to the employees or their department heads when the CSCD board made the changes to the employee health insurance with regards to the spouse carve out. Mr. Fenwick stated the employees were not notified directly by the board, but the CSCD Managers were at the meetings when any changes to employee benefits were made. Mr. Moebs stated the CSCD board needs to be a better job when changes are made with how they affect the employees. Mr. Moebs recommended the budget committee begin the budget process in February instead of August.
7. Mr. Fenwick discussed the purchase of a laptop for the administrative assistant to the CSCD board of directors. The estimated cost for the laptop is \$500.00. Since the estimated cost did not include the cost of the required software that will be needed this subject will be brought up at the next CSCD Board of Directors Meeting to be held in January. Mrs. Clark is to gather information to be presented at the next meeting.

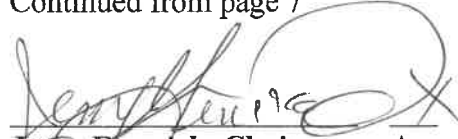
K. Adjourn:

Mrs. Boyle made a motion to adjourn the meeting at 9:28pm, seconded by Mr. Kolar—motion carried unanimously.

Respectfully submitted by Christine Clark

Approved this 8th day of January 2011, at Nineveh, IN:

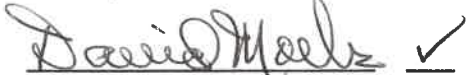
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Jerry Fenwick, Chairman

 Aye Nay


Larry Kolar, ViceChairman

 Aye Nay


David Moebis, Secretary

 Aye Nay

Absent

Quinn Hetherington

 Aye Nay


Cheryl Boyle

 Aye Nay

Absent

Norman Noe

 Aye Nay

 Open Seat Aye Nay

Attest:


David Moebis, Secretary