

**Cordry-Sweetwater Conservancy District**  
**Board of Directors Meeting**  
**"Meeting Minutes"**  
December 15, 2015, 7 PM, CSLOA Clubhouse

**1. Board Members Present:** Jim Ray, Herb Benshoof, Jerry Engle, Patrick Sherman, Anita Wright, Matt Petersen and Chad Crimmins

**2. Board Members Absent:** None

**3. Also Present:**

**Staff:** Stacy Wethington, Kristi Putnam, Josh Hawley, Nick Johann & Bernie McGaha

**Board Attorney:** Roger Young

**Number of Guests:** 6

**4. Welcome and Pledge of Allegiance:** Mr. Ray called the meeting to order at 7 PM

**5. Announcements:** None

**6. Agenda Modifications:** Mr. Benshoof requested adding new line item 8E-3, "Employment of Bond Counsel" to the agenda. Mr. Sherman requested adding new line item 6A-1, "Amendment of Section 4.2.3 of the District Rules" to the agenda. Mrs. Wethington requested that line item 5B-1, "Approval of Financial Report" be deleted, that the wording "Resolution 2015-15" be deleted from line item 8B and that a new line item 5B-2, "Purchase of new computers" be added to the agenda.

**MOTION: Mr. Sherman moved to approve the requested agenda modifications, seconded by Mr. Engle. Motion carried unanimously.**

**7. Approval of Minutes:**

**MOTION: Mr. Crimmins moved to approve the November 17, 2015 CSCD Executive Session minutes, seconded by Mr. Benshoof. Motion carried unanimously.**

**MOTION: Mr. Engle moved to approve the November 17, 2015 CSCD Board meeting minutes, seconded by Mr. Crimmins. Motion carried unanimously.**

**8. Freeholder Concerns:**

- i. Complaint on freeholder with numerous inoperable cars on property.

## **9. Management Reports:**

### **A. Conservancy Manager:**

- i. Mrs. Wethington summarized her report.

### **B. Financial Clerk:**

- i. Mrs. Wethington summarized the appropriation report and claims list.

**MOTION: Mr. Benshoof moved to approve the claims subject to audit, seconded by Mr. Engle. Motion passed unanimously.**

- ii. Discussed the purchase of new computers for the office.

**MOTION: Mr. Sherman moved to approve the purchase of new computers and associated software for the office at a cost not to exceed \$10,000, subject to resolution of current computer lease agreement, seconded by Mr. Benshoof. Motion passed unanimously.**

### **C. Water/Grounds Superintendent:**

- i. Mr. Hawley summarized his report

### **D. Security Manager:**

- i. Mr. McGaha summarized his report.

## **10. Commission Reports:**

### **A. Building:**

- i. Mr. Sherman summarized his report.
- ii. Resolution 2015-15: Changes to the Rule regarding Dock Structure were discussed.

**MOTION: Mr. Sherman moved to approve Resolution 2015-15: Dock Structure; seconded by Mr. Engle; there was discussion - Motion passed unanimously.**

- iii. Mr. Sherman summarized the construction approval applications for which action was required by the Board.

**MOTION: Mr. Sherman moved to approve building applications 15-091, 15-092, 15-093, 15-099, 15-101, 15-102 and 15-089 as presented contingent upon the lot owners obtaining all permits**

**required by Brown County; seconded by Mr. Benshoof; there was discussion - Motion passed unanimously.**

**MOTION: Mr. Sherman moved to approve building application 15-100 as presented contingent upon the lot owner obtaining all permits required by Brown County; seconded by Mr. Petersen; there was discussion – Motion passed unanimously. Mr. Benshoof abstained.**

**MOTION: Mr. Sherman moved to deny the variance request for the portion of building application 15-097 to convert the lower deck to an all season room yet to approve the remainder of the application, allowing for repair of a damaged upper deck, and to include the option of screening in the lower deck contingent on the lot owner obtaining all permits required by Brown County; seconded by Mr. Engle; there was discussion – Motion passed unanimously.**

#### **B. Ecology:**

- i. Mr. Hawley summarized Mr. Engle's report.
- ii. Discussion of Sweetwater Dock.

**MOTION: Mr. Engle moved to approve funding of repairs to the Sweetwater dock and construction of boat shelters for both Sweetwater and Cordry docks at a cost not to exceed \$37,864 contingent upon the CSCD obtaining a building permit; seconded by Mr. Crimmins; there was discussion - Motion passed unanimously.**

- iii. Discussion of leaf compost area.

**MOTION: Mr. Benshoof moved to approve closing the leaf compost area from Memorial Day to Labor Day; seconded by Mr. Crimmins; there was discussion - Motion passed unanimously.**

- iv. Announced that Jason Sneed will be trapping muskrats again this year. He will have a tag in his truck window.

#### **C. Security:**

- i. Mr. Petersen summarized his report.
- ii. Discussed requirement that all Lot Owners should have liability insurance on all motorized watercraft.

**MOTION: Mr. Petersen moved to approve Resolution 2015-16; Amendment to Resolution 2004-3, Use of the Lakes as amended, which would require owners of all gasoline-powered watercraft to**

**obtain liability insurance for potential damages caused by operation of the watercraft; seconded by Mr. Engle; there was discussion - Motion passed with 6 votes for and one against. The roll call is as followed:**

**Ray – Yes**

**Benshoof – Yes**

**Wright – Yes**

**Sherman – Yes**

**Petersen – Yes**

**Engle – Yes**

**Crimmins – No**

**D. Roads:**

- i. Mr. Crimmins summarized his report.

**E. Water:**

- i. Mr. Benshoof summarized his report.
- ii. Discussed the purchase of the Mobile 311 & Work Order System.

**MOTION: Mr. Benshoof moved to approve the purchase of the Mobile 311 GIS and Work Order System for a cost not to exceed \$7,020; seconded by Mr. Engle; there was discussion - Motion passed unanimously.**

- iii. Discussed the purchase of Omisite Crystal Ball Units

**MOTION: Mr. Benshoof moved to approve the purchase of OmniSite Crystal Ball units for the pump station and Blue Water Tower for a cost not to exceed \$8,000; seconded by Mr. Engle; there was discussion - Motion passed unanimously.**

- iv. Discussed Employment of Bond Counsel for the Water Utility Improvements financing.

**MOTION: Mr. Benshoof moved to select Barnes and Thournburg LLP as Bond Counsel for the Water Utility Improvements for \$15,900, subject to preparation and approval of an acceptable contract; seconded by Mr. Crimmins; there was discussion - Motion passed with 5 votes for and 2 votes against. The roll call was as followed:**

**Ray – Yes**

**Benshoof – Yes**

**Wright – Yes**

Sherman – No  
Petersen – Yes  
Engle – No  
Crimmins – Yes

**11. Old Business:**

- i. None.

**12. New Business:**

- i. Discussed Resolution 2015-14 – Pay Increase 2016 for employees.

**MOTION: Mr. Benshoof moved to approve Resolution 2015-14: Pay Increase 2016; seconded by Mr. Engle – motion carried unanimously.**

- ii. Discussed Compensatory Time/Vacation Pay-out.

**MOTION: Mr. Ray moved to approve the compensatory time/vacation pay-out for particular employees; seconded by Mr. Benshoof – motion carried unanimously.**

- iii. Presented the Board with the 2016 District Holiday Schedule.

**MOTION: Mr. Engle moved to approve the 2016 District Holiday Schedule; seconded by Mr. Benshoof – motion carried unanimously.**

- iv. Presented the Board with the 2016 Board and Commission meeting dates. The summer Board meeting will no longer be held on Saturdays, but will move back to the regular third Tuesday date of every month.

**MOTION: Mr. Benshoof moved to approve the 2016 Meeting Date Schedule; seconded by Mr. Engle – motion carried unanimously.**

**13. Board Members/Freeholder Concerns**

- i. Annual Meeting
- ii. No Election
- iii. Employee Handbook
- iv. Annual Reports for Commissions
- v. Mrs. Wright spoke about it being her last Board meeting

**14. Adjourn**

- i. The meeting adjourned at 9:21 pm.

**MOTION: Mr. Benshoof moved to adjourn, seconded by Mr. Crimmins – motion carried unanimously.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Anita Wright". The signature is written in a cursive style and is positioned above a horizontal line.

Anita Wright, Secretary  
James K. Ray

Date Submitted: January 9, 2016