

March 19, 2013 Minutes
Cordry-Sweetwater Conservancy District
Board of Directors Meeting
“Minutes”

March 19, 2013, 7:00 PM, CSLOA Clubhouse

Board Members Present: Larry Kolar, Jim Ray, Cathey Byers, Anita Wright, Quinn Hetherington, Francis Gantner

Board Members Absent: Herbie Benshoof

CSCD Attorney: Roger Young

Managers Present: Anthony Haywood, Rod Blasdel, Nina Latimer, Vernon McGaha

Managers Absent: None

Guests: Dave Moebs, Margaret Bruce, Harry Sherman, Larry Caudill, Dave Jarrett, Shawn Micheal, Mary Fouch,

A. Welcome and Pledge of Allegiance: Mr. Kolar called the meeting to order at 7:00 PM

B. Announcements:

1. None

C. Agenda Modifications:

1. Mr. Ray asked to remove item 6a-3 from the agenda. It was then retracted.

D. Freeholder Concerns:

1. None

E. Approval of Minutes:

1. February 9, 2013 CSCD Board Meeting Minutes

MOTION: Mr. Gantner made a motion to approve the February 9, 2013 Board meeting minutes as submitted, seconded by Mrs. Wright– motion carried unanimously.

2. February 19, 2013 CSCD Board Meeting Minutes

MOTION: Mr. Gantner made a motion to approve the February 19, 2013 Board meeting minutes as submitted, seconded by Mr. Ray— motion carried unanimously.

F. Management Reports:

1. Conservancy Manager: Mr. Blasdel

- a. Have a new agent representing our healthcare carrier Anthem. Will be meeting with the new agent on Thursday.
- b. Audit results were converted into tasks list in priority order. This will be an ongoing process.
- c. We are still in progress of updating the Employee Handbook.
- d. Have recommendations for bid selections for the new Shop/Office Building, Fuel Dock (Sweetwater), and CSCD Roadway Signage.
- e. Meeting with R.W. Armstrong this Thursday about replacement of Sweetwater boat ramp and repair of Cordry boat ramp. Mr. Hetherington had a question about the docks in which Mr. Blasdel addressed.

2. Financial Clerk: Mrs. Latimer

- a. Mrs. Latimer read the financial report.

MOTION: Mr. Gantner made a motion to approve the financial report subject to audit, seconded by Mrs. Wright— motion passed unanimously.

- b. The Board reviewed the claims for the month. Mrs. Latimer explained a few of the claims. Mr. Kolar had questions in which was addressed. Mr. Ray explained about item number 196. Mr. Gantner asked for clarifications over some funds in which Mrs. Latimer addressed.

MOTION: Mr. Gantner made a motion to approve the claims subject to audit, seconded by Mrs. Wright— motion passed unanimously.

3. Roads/Water Supervisor: Mr. Haywood

- a. Working on filling some pot holes in the area, focusing on the paved roads. Once it warms up we will be working on the gravel drives. Mr. Kolar asked questions about ordering of benches for the park. Mr. Haywood has not ordered them yet. Mr. Kolar asked if someone could call Brown County to fill pot holes on Nineveh Road. They are starting to fill them.

4. **Security Manager: Mr. McGaha**

- a. Getting prices for a new patrol boat. See what it would cost to put a meter on the boat to monitor the use of it. It would be up to the Board to purchase the patrol boat.
- b. The 2002 Explorer has been repaired and it back in use.
- c. The sign survey has been completed and was turned in to both Mr. Haywood and Mr. Blasdel.
- d. Mr. West and Mr. McGaha are taking a training course on April 22nd in Indianapolis. The cost is \$139 per person. Mr. Kolar asked about what the training is about in which Mr. McGaha addressed.
- e. Starting to get the 2014 budget together.
- f. Talked to Mr. Blasdel about hiring of summer employees and provided him with the employee list from last year.
- g. Setting up speed traps within the area.

G. Commission Reports:

1. **Building: Mrs. Wright**

- a. The Commission meeting was cancelled due to weather.
- b. A letter was sent to property owner at 8321 Center Lake Road with no response from homeowner. The Commission would like to have Mr. Young take action on cleanup. He will first send them a letter before taking legal action.

MOTION: Mrs. Wright made a motion to turn over the problem of the property located at 8321 Center Lake Road to Mr. Young for action on cleanup, seconded by Mr. Hetherington; there was discussion – motion passed unanimously.

2. **Ecology: Mr. Ray**

- a. Had discussion on replacement of Sweetwater gas pump dock. Mr. Blasdel has worked on soliciting bids. Went to six different vendors and got a response from only one. Meet all the needs. It will have 6 adjustable winches so it can correspond to the lake level. It has a good warranty. It is recommended that the Board approve Indy Boat Lifts and Docks for the replacement of the Sweetwater fueling dock with an aluminum dock at the cost of \$15,093.25. Mr. Gantner commented that going with State law the Board does not have to pay in advance and also asked on the timeframe on when the project would start and be completed by. Mr. Blasdel addressed the question about the timeframe. Mr. Kolar asked about the how the gas pump mechanism will be handled. Mr. Blasdel stated that Midwest will handle it for just under a maximum of \$2,000 they will come out and disconnect the pump and store it and will reinstall it when dock is ready. Mr. Kolar also asked how the gas pump will be mounted. Mr. Blasdel said it would go up and down with the dock.

MOTION: Mr. Ray made a motion to accept the bid from Indy Boat Lifts and Docks for the replacement of Sweetwater fueling dock with an aluminum dock at the cost not to exceed \$15,093.25 contingent upon the removal of the 75% down clause, seconded by Mrs. Wright; there was discussion – motion passed unanimously.

- b. Been working on a dredging proposal for Cordry Lake for this calendar year. The details are still being finalized. Part of that has been to try and find an access point to the lake so that the dredging contractor can move the equipment from an adjacent road down to the lake and to haul out the dredge spoil. Have identified a landowner who has orally expressed willingness to use their property for that purpose. Mr. Young has prepared an easement agreement and Mr. Ray had forwarded it to the landowner. Mr. Ray is waiting to speak with the landowner regarding the easement agreement. Will try to see if the landowner will work with the CSCD in future years.

MOTION: Mr. Ray made a motion approve an easement agreement once the landowner approves, seconded by Mr. Hetherington; there was discussion – motion passed unanimously.

- c. Mr. Caudill asked about the algae. Mr. Ray will call and stop by to check on it once the weather gets better.

3. Security: Mr. Hetherington

- a. Discussed on the boat measurements on boats that have already been stickered but have a change in ownership. Wondering if the Board wants to stay with current policy or change it. They would still need to get new stickers but will not need to bring the boat. Mr. Sherman discussed use of title for boat measurement. Mr. Gantner addressed his suggestion. No action was taken.
- b. Discussed the deer hunt. Rick Normick came up as a possible candidate to run the hunt.
- c. Asked Mr. McGaha to get prices on new patrol boat for Sweetwater Lake.

4. Roads: Mr. Gantner

- a. There was no March meeting.
- b. The request for proposals were sent out for road signage, traffic control devices, road materials, and repaving Cordry Drive over the Cordry Dam along with other re-paving and re-graveling efforts.
- c. We received results from road stripping and signage and materials. Three responses were received for road stripping and signage. Lowest bids were from Indiana Sign and Barricade for a total cost of \$19,144.92 and from Auto Parking Marking for a total cost of \$35,793. It is recommended that the Board accept the bid from Indiana Sign and Barricade for road stripping and signage for a total cost of \$19,144.92. There was discussion about the price disparity between the two lowest bidders. The stripping would start between June 15th and July 15th.

MOTION: Mr. Gantner made a motion to approve the bid from Indiana Sign and Barricade for road stripping and signage for a total cost not to exceed \$19,144.92, seconded by Mr. Ray; there was discussion—motion passed unanimously.

- d. Sent out nine requests for road materials for 2013. We received five responses. The lowest was from Wagner Brothers but they did not meet the CSCD standards. It was recommended not to go with Wagner Brothers due to them not meeting our standards. The other four responses were very close in cost. It was recommended to go to the next lowest bidder, Robertson Paving, for a total cost of \$18,204.40.

MOTION: Mr. Gantner made a motion to approve the bid from Robertson paving for road materials at a cost not to exceed \$18,204.40, seconded by Mr. Ray; there was discussion – motion passed unanimously.

- e. Larry Caudill, homeowner who lives on Bass Drive, had a comment the road maintenance of the drive. He was wondering when it will be paved. There was discussion regarding the re-graveling and long-term paving plans.

5. WATER: Mr. Benshoof

- a. There was no update due to Mr. Benshoof being absent.

H. Other Governmental Interface Meeting Reports:

1. Brown County Solid Waste: Mrs. Byers

- a. Wages were main topic during the meeting.
- b. Interested in trying to become self-sufficient.

I. Status from CSCD Attorney: Roger Young

- 1. There is nothing new this month.

J. Unfinished Business:

- 1. Mr. Kolar updated on the Interlocal Agreement. The county has hired Barnes and Thornburg as their legal representative.
- 2. There were four bidders for the new Maintenance/Office Building. The four bidders were as follows:

Bidder	Base Cost	Alternative 1	Alternative 2	Total Cost
McDougal Pearson Construction	\$ 783,854.00	\$ 11,000.00	\$ 7,810.00	\$ 802,664.00
Steel Core	\$ 722,000.00	\$ 10,300.00	\$ 12,200.00	\$ 744,500.00
DeWees Construction	\$ 736,900.00	\$ 8,500.00	\$ 8,950.00	\$ 754,350.00
Driftwood Builders	\$ 806,975.00	\$ 2,500.00	\$ 9,720.00	\$ 819,195.00

It was recommended by Miller Architect to accept the bidder Steel Core. Mr. Young recommended that the Board not sign the contract until the loan is finalized.

MOTION: Mr. Kolar made a motion to approve the bid from Steel Core with a base bid of \$722,000 with an Alternate 1 for \$10,300, Alternate 2 for \$12,200, for a total cost not to exceed \$744,500.00 with a completion date of December 1, 2013 contingent on financing, seconded by Mr. Gantner; there was discussion – motion passed unanimously.

3. Mr. Kolar went over the summary of the Holiday Policy. The policy would include “core holidays” in the employee handbook. Mr. Sherman asked how this would affect the employees. Mr. Kolar answered his question accordingly.

MOTION: Mr. Kolar made a motion to approve Holiday Policy dated March 18, 2013, seconded by Mr. Gantner; there was discussion – motion passed unanimously.

K. New Business:

1. Mr. Kolar suggested that there be new summer office hours. There wasn't much business in the months of March and September. The new suggested summer hours would be from May 1st thru the end of August.

MOTION: Mr. Kolar made a motion to approve new summer hours from the 1st weekend in May thru the last weekend in August, seconded by Mr. Gantner— motion passed unanimously.

2. There was a meeting in February to establish the goals for 2013. Mr. Ray asked to add another fishery survey as goal 1.7. Mr. Kolar suggested changing goal #9 to read “Security Commission Re-evaluate Deer Management Strategy”. Mrs. Wright stated that the Building Commission may want to add some goals.

MOTION: Mrs. Wright made a motion to approve the 2013 Board goals contingent on adding goal 1.7 fishery survey under Ecology and changing goal #9 to read “Security Commission Re-evaluate Deer Management Strategy”, seconded by Mr. Ray – motion carried unanimously.

3. Mr. Kolar suggested that a spending limit be approved for the Conservancy Manager for routine expenses. It would be suggested that the spending limit be in the amount of \$5,000. Mr. Gantner asked if it there was a cumulative limit? It is for routine expenses. Mr. Gantner requested that Mr. Blasdel provide a written summary of expenses in Conservancy Manager Report.

MOTION: Mr. Kolar made a motion to approve a spending limit in the amount of \$5,000 for the Conservancy Manager to spend on routine expense without the approval from the CSCD Board that does not require the Board signing a contract, seconded by Mr. Ray; there was discussion – motion carried unanimously.

4. Mr. Blasdel stated that John Eddins resigned. He recommended that the Board hire Gary Kelp as a replacement. He worked with Roads as a seasonal employee. He would be a full time employee with a pay rate of 11/hour.

MOTION: Mr. Kolar made a motion to approve the hiring of Gary Kelp as a full time employee with a pay rate of \$11/hour, seconded by Mr. Hetherington – motion carried unanimously.

5. Mr. Kolar stated that the fire department requested a place for training on April 4th. It would take place at 7PM at the dredging materials site near Sweetwater beach. Mr. Gantner asked about weather conditions. Mr. Gilly stated that they would train at the site regardless of the weather conditions.

MOTION: Mr. Gantner made a motion to approve the request to allow the fire department train at the dredging site on April 4th at 7PM, seconded by Mr. Ray – motion carried unanimously.

L. Board Member Concerns:


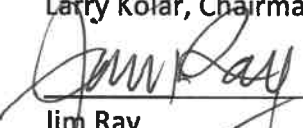
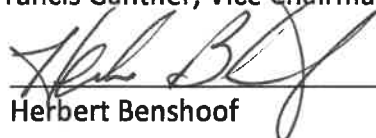
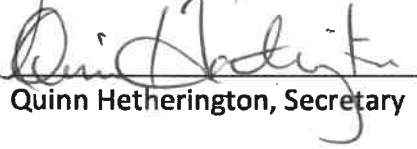

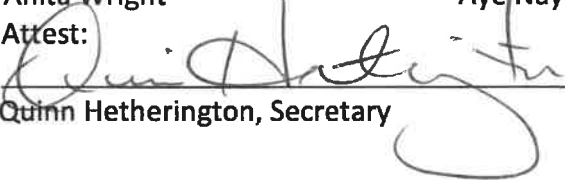
1. Mrs. Wright asked about the newsletter. Mr. Kolar requested that the Board members submit items for the newsletter by the end of March to Kristi Putnam.
2. Mr. Kolar requested asked that budget items by the end of April.
3. Mr. Hetherington had concerns about communication between CSCD employees and Board members.
4. Mrs. Wright asked about the website.
5. Mr. Kolar stated that Mrs. Latimer is looking into credit card access information. The biggest problem is to figure a way to get access down by the docks. Looking into a solution.
6. Mr. Sherman asked about the old pump at the new dock on Sweetwater Lake. Mr. Kolar answered it accordingly.

M. Adjourn

MOTION: Mr. Gantner moved to adjourn, seconded by Mr. Ray – motion carried unanimously.

Respectfully submitted by Kristi Putnam.

Approved this 16th day of April, 2013, at Nineveh, IN

 Larry Kolar, Chairman	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Francis Gantner, Vice Chairman	Aye <input type="checkbox"/> Nay <input type="checkbox"/>
 Jim Ray	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	 Herbert Benshoof	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/>
 Quinn Hetherington, Secretary	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	 Anita Wright	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/>
Cathey Byers	Aye <input type="checkbox"/> Nay <input type="checkbox"/>	Attest:  Quinn Hetherington, Secretary	