

SOUTH-WEST LAKE MAXINKUCKEE CONSERVANCY DISTRICT
Regular Board Meeting
Culver Public Library
Culver, IN

Meeting Date Saturday June 14th, 2014 held at 10:00 a.m.

Members Present Kathryn Densborn, John Demaree, Richard George, John Crist, Jane Grund, and Dan Yates.

Others Present: Kathy Clark, Lakeside Consulting LLC as the District Coordinator.

Chairman Densborn called the meeting to order at 10:06 a.m.

Approval of Minutes The minutes of the February 15th, 2014 meeting were approved as written by a motion from Mr. George with a second by Mr. Crist. Motion passed unanimously.

Approval of Claims Ms. Clark presented to the Board the registry of operations and maintenance claims that had already been paid and was emailed to the Board June 2nd, these claims totaled \$21,075.90. A motion was made to approve these claims by Mr. George. The motion was seconded by Ms. Grund. Motion passed unanimously.

Ms. Clark then offered the Board a second claims register for claims both paid and unpaid between June 3rd and June 13th. She noted that an unpaid claim had been sent to her the evening of June 13th and was for \$2,478.00. This claim was for the emergency repair made to fix a check valve near 944 South Shore Drive on June 5th by Astbury. This claim was removed from the Claims Register and Mr. George made a motion to approve only the paid claims amount of \$2,151.67. Mr. Demaree seconded the motion. Motion passed unanimously.

District Coordinator's Report *Discussion on check valve repair/invoice:* After some discussion of the \$2,478 check valve repair bill that occurred in early May, the Board asked that she request complete details of all costs involved including labor hours, materials, equipment used, and travel, then resubmit the claim at the next meeting. A discussion took place on the reasons the check valve broke. Ms. Clark only knew that someone reported it to Astbury and that Dan Fox called her one evening to report that it was leaking badly and required immediate repair. She gave approval at that time because she was told it was an emergency repair. Clark agreed to contact Astbury and request details.

The March 7 valve repair: This repair was then discussed with the Board and the detail shared. The estimate was a list of what might or might not be fixed once the contractor got to the scene. This Astbury bill totaled \$937.50 and was paid previous to today's meeting. Clark outlined the phone calls and emails made regarding this matter. She explained that Mr. Jason Peters of the Marshall County Highway Department refused to pay anything towards the bill and noted the valve should be moved further back from the road-right-of-way to prevent future damage. The Board requested that Clark write a letter to the County Commissioners requesting reimbursement and copy attorney Hux.

New Business *Electronic banking:* Ms. Clark reported that she had several talks with Lake City Vice President Tabitha Williams regarding electronic banking option requested by several freeholders. This would require a paper form being sent to all freeholders to obtain their permission for our accounting firm to access their account monthly to take the fee owed directly from their banks. The information would be entered only once into the Lake City bank secure system, then the paper forms would be locked away, no one could have access, not even the board members. This is the law in Indiana. Mr. George felt this could be done electronically, like his bank does in Illinois. Mr. Crist felt unsure of having

anyone have confidential information in their possession. Ms. Grund was also against the process. Clark was requested to check with Lake City to see if customers actually had to sign a paper document or if could be done electronically.

Late Fee discussion: Mr. Crist raised the issue of an error made by RPL on the due date printed on monthly statements for the last month. RPL admitted the error occurred while they were working on two other towns utility bills. After some discussion, Mr. Crist made a motion to have added to the bill the following: A late fee will be added 25 days after the billing date if payment is not received. Mr. Demaree seconded the motion. Motion passed unanimously.

Two new pumps need ordered: Clark asked the Board to approve ordering two complete pump set-ups for the new freeholders on west shore. A motion was made by Mr. Demaree to approve spending \$3,505 plus shipping for each of the pump/pit set-ups. This was seconded by Mr. George. Motion passed unanimously. Clark reminded the Board that there are four control boxes and four pumps, but no pits, at the warehouse to be used for emergency spare parts. It was requested that she order one complete basement pump setup also for emergency use when she orders the two new pumps/pits.

Bond payment: Clark reported to the Board that there is no need to make the June 14th bond payment due to overpayment made when it was set up. The next payment will be due this coming December.

Set dates for next two meetings: Meetings dates were set for August 30th at the Culver library at 9:00 a.m. and for November 1st, again at the Culver library at 10:00 a.m. A brief discussion took place regarding annual elections and Ms. Clark was requested to send the Board listing to all board members so they could be aware of when their individual terms expired.

Old Business H2S Mitigation: There was a discussion on the odor occurring at 948 West Shore Drive and if it was abating due to the charcoal filter added at the manhole at this location. Mr. Crist explained he had met with the new owners of this property who told him the smell was not noticeable the first couple weeks. A discussion took place regarding how often the charcoal will need replacing going forward. Crist and Clark will investigate further. Clark was requested to check on if the town had done a smoke test in this area.

Meeting adjourned at 11: 23 a.m.

Respectfully submitted,

Kathy Clark, District Coordinator serving as secretary for Dan Yates, District Secretary
July 26, 2014