

SOUTH-WEST LAKE MAXINKUCKEE CONSERVANCY DISTRICT
REGULAR MEETING

MINUTES

Culver/Union Twp Library
107 N. Main St., Culver, Indiana

Meeting Date: Saturday September 1, 2012

Members Present: Kathryn Densborn, Ted Schenberg, George Duncan, John Demaree, and Dan Yates.

Others Present: Kathy Clark, Lakeside Consulting LLC

The Regular Meeting was called to order by Mrs. Densborn at 9:06 a.m.

Approval of Minutes

The minutes of the August 4th, 2012 meeting were approved as written by a motion from Mr. Yates and a second from Mr. Schenberg. The motion passed unanimously.

Approval of Claims

Ms. Clark presented to the board the list of operations and maintenance claims totaling \$6,132.65. A motion was made to approve by Mr. Schenberg and seconded by Mr. Demaree. Motion passed unanimously.

District Consultants' Comments

Five people were contacted by Ms. Clark inquiring if they wished to purchase a larger pit due to their high bathroom count, only two agreed to place an order. They have been requested to send a check for the cost difference to the District in the amount of \$534. After a discussion of vacant lots in the District, it was agreed not to order pumps for them at this time. A key was provided to Astbury for the lift station so that a reading can be taken once a month per the contract agreement. Those readings will be sent to Ms. Clark. One Freeholder has requested a delay in hooking up due to potentially building a new house in late spring. The Board asked that the Freeholder's request be submitted in writing by them prior to the next Board meeting.

Project Update

In Mr. Norman's absence, Ms. Clark explained that there were 104 pumps installed to date, 16 ready for installation, and 36 who have made no contact, or limited contact, at this time.

Billing Update – No Discussion

New Business

2013 Budget – The 2013 budget was presented to the Board by Mr. Schenberg. This follows discussion that took place at the July Board meeting. A motion was made by Mr. Yates to approve the budget as presented. The motion was seconded by Mr. Duncan. Motion passed unanimously. The Board agreed to hold a public hearing on October 13th at 10:00 a.m. Ms. Clark will handle the advertising.

Mr. Schenberg is putting together a Policy and Procedure Manual for the District for use by new Board members in the future. The Board also had a discussion regarding possibly hiring an auditing firm to look over the District's paperwork and internal structure in preparation for future audits by the State Board of Accounts. This auditing firm might also be able to "hold the District's hand" during any audits by the state board. The Board agreed to allow Mr. Schenberg to get quotes from several different firms for these services.

Public Comment – There was no public comment

Respectfully submitted

George Duncan, Secretary
SWLMCD