

WEST CENTRAL CONSERVANCY DISTRICT
REGULAR MEETING MINUTES
OCTOBER 15, 2012

Board Members Present: P. Allen, W. Holland, J. Webb, C. Dorton, K. Buetow

Board Members Absent: None

WCCD District Manager, Assistant District Manager, Business Manager, Legal Counsel,
Accountant, Engineer Present

1 WCCD Guest as per sign-in log

The Meeting was held in the WCCD Board Room at 5:00 P.M.

Chairman convened the meeting after recognizing that the agenda was posted pursuant to the Indiana Open Door Law and that a quorum was present.

Motion by K. Buetow, second by W. Holland, to approve the Minutes of the September 17, 2012 Regular Meeting and the September 21, 2012 Special Meeting as presented. For P. Allen, W. Holland, J. Webb, K. Buetow. Abstain C. Dorton. Motion passed.

Financial Secretary C. Dorton presented a review of the claims. Motion by C. Dorton, second by K. Buetow, vote unanimous, to approve (REV) 23070 – 23163, (EXP) 11015, (DEPR) 11035, BPR091412, PR092112, PR100512, DC09142012.

District Manager presented the September 2012 Cash Activity Statement. The board asked several questions concerning the checking, savings, and the merging of several accounts. It was felt the balance in the checking account was extremely high and a large amount should be transferred into the savings account to give us a higher yield of interest. The Chairman asked the District Manager to implement a procedure to optimize our revenue.

V S Engineering Representatives Sanjay Patel and Amy Moore presented the Board the monthly engineering report. Topics included the man hole Infiltration/Inflow study report with a draft report for Board review at the November 19, 2012 Board Meeting and discussion of development review projects. The District Manager updated the Board on the corrective actions of the District on a recent sewer back-up incident in the Ridgehill Subdivision.

Plant Operation report by the District Manager.

Chairman recessed the Regular Meeting at 5:52 P.M.

Chairman opened the Public Hearing of the West Central Conservancy District Estimated Budget for Calendar Year 2013 pursuant to the published notices on September 12, 2012 and September 19, 2012.

Having received no public comment, Chairman closed the public hearing at 5:55 P.M. Chairman reconvened the Regular Meeting at 5:56 P.M.

District Manager announced that a Special Meeting will be held October 29, 2012 at 5:00 P.M. at the District Office to adopt the WCCD Estimated Budget for Calendar Year 2013.

H. J. Umbaugh & Associates Representative Jeff Messer presented the Board the current investment strategy and recent results of the District Investment program.

VS Engineering updated the Board on the Clubhouse L/S Elimination projected costs. Topics included the reasoning of the lower cost projection from the original estimate of \$525,000 to current \$260,000, timeline of the project completion, access road improvements, if any, study of annualized costs savings and potential liability of L/S operation at this location. After a lengthy discussion, a motion was made by J. Webb, second by K. Buetow vote unanimous, to proceed with the removal of the Clubhouse Lift Station at the estimated project cost of \$260,000. The Board emphasized the importance of frequent communication between the golf course and the District during all phases of this project.

District Manager updated the Board on the Accounts Receivable Committee with the review of the accounts receivable procedures, breakdown of aged account analysis, collection letter review, lien process and small claims. The Board informed the District Manager they wanted the phone procedure in the written policy and change the first delinquent letter before implementing.

After a lengthy discussion the Employee Benefits committee, which consisted of District Manager Sillery, Board Member Buetow and Board Member Dorton, unanimously submitted a recommendation for a P.T.O. policy, holiday schedule, elimination of personal time, recalculation of vacation time earned per year and sick time rollover. Motion by K. Buetow, second by C. Dorton, to have Legal Counsel review the proposed policy, make necessary corrections and submit for Board review and approval at the November 19, 2012 Board Meeting. For P. Allen, J. Webb, C. Dorton, K. Buetow. Against W. Holland. Motion passed.

District Manager opened discussion on the Request for Proposal – Insurance. Board member K. Buetow informed the board he did not want to be present when this discussion took place or review a copy of the proposal at this time.

(K. Buetow left the meeting at 7: 30 P.M.)

He excused himself from the meeting during the discussion of said topic. Board input included proposal dates and schedule and agreement of timeline for completion. The timeline as follows: RFP issuance on October 17, 2012, Proposals due November 17, 2012, Preliminary decision December 17, 2012.

(K. Buetow returned to the meeting at 7:45 P.M.)

Chairman updated the Board on the Water Issue and informed the board there is a possibility he might have to call a Special Meeting if needed to update the Board if anything develops. He stated because of the lengthy time span of the process, he was not as optimistic as previously shown but is hopeful in the very near future something can be worked out. The Chairman informed the District Manager to place this issue on the November agenda.

District Manager presented the Board the 2013 Election Timeline.

Public Comment time provided.

District Manager announced the AICD Annual Meeting will be held at Prestwick Country Club November 8, 2012 and invited all Board members to attend. District Manager announced the District had won the Safety Award presented by the IWEA and will be presented at the IWEA Awards Conference to the District November 16, 2012.

Motion by W. Holland second by J. Webb, vote unanimous, to adjourn the meeting at 7:54 P.M.

P. Allen, Chairman

J. Webb, Secretary