

WEST CENTRAL CONSERVANCY DISTRICT  
REGULAR MEETING MINUTES  
NOVEMBER 19, 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

8 WCCD Guests 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 W. Holland, second by C. Dorton, vote unanimous, to approve the Minutes of the October 15, 2012 Regular Meeting, October 29, 2012 Special Meeting and November 7, 2012 Executive Session as presented.

Financial Secretary C. Dorton presented a review of claims. Motion by C. Dorton, second by K. Buetow, vote unanimous, to approve (REV) 23164 – 23290, (EXP) 11016, (DEPR) 11036, BPR101212, PR101912, PR110212, DC10162012.

Business Manager presented the October 2012 Cash Activity Statement. C. Dorton requested a vendor list of the current District maintenance contracts.

Plant Operation report by the District Manager. Discussion included a presentation to the Board with a report on the Manhole Attribute Table & Identifier and a report on the plant average flow data. W. Holland requested the cleaning schedule be added to the Manhole Attribute Table. District Manager requested a Special Board Meeting be scheduled in January to review and update the Board on the GIS system, the District capital improvement projects plan and a review of the District Master Plan.

VS Engineering Representative Amy Moore presented the Board the monthly engineering report. Discussion included the White Lick Area Sewer Rehabilitation - Phase 2. Motion by C. Dorton, second by J. Webb, vote unanimous, to allow VS Engineering to proceed with the preliminary engineering plan on the White Lick Area Sewer Rehabilitation - Phase 2.

District Manager presented the Board for review the final draft of the District PTO Policy which has been reviewed by Legal Counsel. Motion by C. Dorton, second by J. Webb, to approve the PTO Policy as presented. For P. Allen, J. Webb, C. Dorton, K. Buetow. Against W. Holland. Motion passed 4-1. Discussion included the current Comp Time Policy and the Board recommended no action be taken at this time on the current Comp Time Policy.

District Manager opened discussion with the Board on the Request for Proposal – Insurance. The District received one proposal. K. Buetow issued a statement to let the records reflect that he did not vote or participate in the decision making process. Motion by C. Dorton, second by J. Webb, to retain McClain Matthews Insurance. For P. Allen, W. Holland, J. Webb. C. Dorton. Abstain K. Buetow. Motion passed 4-0 with one abstain.

Chairman updated the Board on the Water Issue. The Avon Town Council has scheduled an Executive Meeting December 5, 2012 to discuss this issue. Avon Town Council Member Marcus Turner updated the WCCD Board on their progress. Chairman requested this topic be placed on the December 17, 2012 Board meeting agenda.

Chairman opened discussion on the Recording of Board Meetings. Assistant District Manager presented the Board with various cost comparisons and research of usage by different local governmental entities. Discussion included creating a District policy to include the objectives, use and purpose of recording the meetings. Board requested additional investigation through the Public Access Counselor for complete compliance. C. Dorton will create a WCCD policy for consideration and present to the Board at the December 17, 2012 Board Meeting.

Chairman opened discussion with the Board on the 2013 Proposed Employee Pay Raises/COLA. The Board, by consensus, agreed to table any decision until the 2013 insurance rates are received and also the possibility of changing the employee insurance benefits package. A Special Board Meeting will be scheduled to discuss the employee insurance benefit package when all the information is obtained.

VS Engineering Representative Amy Moore updated the Board on the Clubhouse Lift Station #5 Elimination Project. The Board recommended to the engineer that detailed written expectations/guidelines be presented to Ben Weaver on all meeting discussions.

Chairman opened discussion with the Board on personnel issues and policies. The Board will form a committee to review policies. K. Buetow volunteered to be on the committee. Motion by W. Holland, second by C. Dorton, vote unanimous, to establish a personnel committee. The Chairman requested Vice-Chairman chair the committee and appoint Board Members to the committee. Since this did not appear to please board members, the Chairman appointed K. Buetow, C. Dorton and B. Holland. This is considered a Chairman's appointed committee. Bill Holland will coordinate the meetings.

District Manager presented the Board the 2013 Holiday Schedule. Motion by W. Holland, second by J. Webb, vote unanimous, to approve the 2013 Holiday Schedule as presented.

District Manager presented the Board the proposed 2013 Board of Directors Meeting Schedule. Motion by W. Holland, second by K. Buetow, vote unanimous, to approve the 2013 Board of Directors Meeting Schedule as presented.

District Manager opened discussion with the Board on a winter newsletter. The Board discussed various topics and the District Manager will present a draft at the December 17, 2012 Board Meeting.

Public comment time provided. Dave Potter, 1772 O'Conner Court, Avon, approached the Board requesting to have fees waived on a property he recently purchased at a Sheriff sale. The District Manager will meet with him and present the findings at the December 17, 2012 Board Meeting.

Motion by W. Holland, second by K. Buetow, vote unanimous, to adjourn the meeting at 6:40 P.M.

P. Allen, Chairman

J. Webb, Secretary