

WEST CENTRAL CONSERVANCY DISTRICT
REGULAR MEETING MINUTES
JULY 15, 2013

Board Members Present: K. Buetow, C. Dorton, W. Holland, V. Underwood, J. Webb

Board Members Absent: None

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

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 J. Webb, second by C. Dorton, vote unanimous, to approve the Minutes of the June 17, 2013 Regular Meeting as presented.

Financial Secretary V. Underwood presented a review of the claims. Motion by V. Underwood, second by C. Dorton, vote unanimous, to approve (REV) 23887 – 23976, (EXP) 11028 – 11029, (DEPR) 11046 – 11047, BPR061413, PR061413, PR062813, DC06142013, WIRE06242013, WIRE06272013.

Business Manager presented the June 2013 Cash Activity Statement.

Agresta and Associates Representative Phil Agresta presented the Board the June 2013 Y-T-D Budget Report.

Plant Operation Report by the District Manager which included updates on the Transfer Line Project and the Headworks Purafil Project. Motion by C. Dorton, second by J. Webb, vote unanimous, to approve the sale of the trailer jet and easement reel and the purchase of a small probe, pan and tilt camera for the collection department at an initial cost of \$15,023.00 with a trade-in allotment of present equipment for a deduction of \$5800.00 for a net purchase price of \$9223.00.

H J Umbaugh & Associates Representative Doug Baldessari presented the Board the Estimated Project Costs and Funding of the Proposed Sewage Works Revenue Bonds of 2013 and the Preliminary Official Statement of the Sewage Works Revenue Bonds of 2013 for final review. The bond funding is scheduled for August 14, 2013. Motion by C. Dorton, second by V. Underwood, to approve the revenue bond sale at a maximum amount of \$14,600,000.00 with the added stipulation that any overages above this amount will be drawn from District cash reserves. For K. Buetow, C. Dorton, V. Underwood, J. Webb. Against W. Holland. Motion passed 4-1. Motion by C. Dorton, second by J. Webb, to permit the Chairman, Financial Secretary and

Secretary to execute any and all documents on the bond sale and in the event the Chairman is unavailable the Vice-Chairman will assume this capacity to facilitate the timeliness of the bond sale. For K. Buetow, C. Dorton, V. Underwood, J. Webb. Against W. Holland. Motion passed 4-1.

District Manager presented the Board the Wessler Engineering Monthly Project Report which included updates on the Headworks Improvement Study and the WWTP Master Plan.

Chairman opened discussion with the Board on the draft proposal of the District employee manual. Topics included in the discussion: PTO policy clarifications and modifications, security passwords, political activities, definition of harassment, work schedules, certification raises and potential retroactive back pay of past certifications. Motion by C. Dorton, second by V. Underwood, vote unanimous, to approve the employee handbook upon Board Member input and corrections. The Employee Committee will reconvene for further discussion on the topics of employee certification and continued education and bring recommendations to the Board at the August 19, 2013 Board Meeting.

District Manager opened discussion with the Board on the employee On-Call pay. Chairman requested the District Manager present a recommendation to the Board at the August 19, 2013 Board Meeting.

V S Engineering Representative Amy Moore presented the Board the monthly engineering report. Topics included 1.) Update on the Prestwick Estates Project, Phase One. 2.) Manhole Infiltration/Inflow Study. 3.) White Lick Area Sewer Rehab, Phase Two. 4.) Clubhouse #5 Lift Station Elimination Project. 5.) Canterbury Drive Lift Station Improvements. The Board recommended declaring an emergency situation on this project which will permit this project to commence immediately upon receipt and an engineering review of the two contractor bids. Motion by W. Holland, second by J. Webb, vote unanimous, to declare the Canterbury Drive Lift Station Project an emergency situation and to contact Eagle Valley Construction and Harvey Construction and based upon the engineers recommendation of received bids proceed immediately and allow the Chairman to award the bid to the lowest and most responsible bidder to allow project completion. 6.) Timberbend Liftstation #1 Force Main Replacement Project. 7.) South Abner Sewers Update. V S Engineering presented the engineering proposal for their scope of services for this project. The Board recommended this topic be tabled until a Special Meeting is scheduled to allow sufficient time for Board proposal review and contract discussion. 8.) West Wynne Farms Development Update. 9.) Four Oakes (formally Western Hills) Update.

District Manager opened discussion with the Board on the Riverside Trailer Park and its immediate need for sewer service hook-up. The Board, by consensus, requested Legal Counsel meet with all representatives and upon a thorough investigation present its recommendation to the Board at the August 19, 2013 Board Meeting.

Chairman opened discussion with the Board on the establishment of a wage committee for the upcoming 2013 bid projects and with the recommendation of the Chairman that C. Dorton,

representing the Board and V. Underwood representing the Public. Motion by W. Holland, second by K. Buetow, vote unanimous, to approve the formation of the wage committee and the approval of the representatives by the Chairman.

Chairman requested from the Board consideration for a motion for counsel recommendation to respond to Tygrett petition. Motion by V. Underwood, second by J. Webb, vote unanimous, for counsel to respond to Tygrett petition.

Public comment time provided.

Motion by W. Holland, second by V. Underwood, vote unanimous, to adjourn the meeting at 7:05 P.M.

K. Buetow, Chairman

W. Holland, Secretary