

WEST CENTRAL CONSERVANCY DISTRICT
REGULAR MEETING MINUTES
MARCH 15, 2004

Board Members Present: W. Holland, P. Allen, K. Buetow, B. Thompson, J. Webb
Board Members Absent: None

8 WCCD Non-Board Representatives Present
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.

Pursuant to the notice of the Clark's Creek Sanitary Sewer Project at 5:00 P.M. bids were opened with interested parties present.

The following bids were read into the record:

Atlas Excavating Co. – Bid Amount \$708,000.00

Eagle Valley Inc. – Bid Amount \$792,000.00

The Board took bids under advisement and directed American Consulting Inc. to compile the bid information.

Motion by J. Webb, second by K. Buetow, vote unanimous, authorizing District Manager issue Notice to Proceed for the project upon the favorable recommendation of District Engineers.

Motion by J. Webb, second by K. Buetow, vote unanimous, to approve minutes of February 18, 2004 WCCD Annual Meeting as presented.

Motion by K. Buetow, second by J. Webb, vote unanimous, to approve minutes of February 18, 2004 Board of Finance Annual Meeting as presented.

Motion by P. Allen, second by J. Webb, vote unanimous, to approve minutes of March 3, 2004 Special Meeting as presented.

Financial Secretary P. Allen, presented review of claims. Motion by P. Allen, second by K. Buetow, vote unanimous to approve claims (Rev) 11649-11737, (Cap Imp) 1072-1073, (Exp) 10067-10068, PR 022004, PR 030504, DC 031204.

Financial report as presented by D. Hicks, Clifton Gunderson.

Plant Operation report as presented by Manager.

Engineering report as presented by W. Bernhardt, American Consulting, Inc. Discussion included a WCCD easement on property being sold by the Avon School Corporation prior to sale. Heritage Hills representative, Walt Reeder, approached the District Manager and American Consulting, Inc. on availability and options of providing service to the project. Manager is currently investigating available options.

Manager opened discussion per request of the Board from February 18, 2004 Board Meeting pertaining to the Addition to Purpose of WCCD. Board recommended Manager develop a plan of operation and further develop a strategy to educate the District freeholders on the possibilities of WCCD expanding its purpose. Education would include Webpage information, mailers to all freeholders and a media blitz. District Consultants will work with Manager investigating the possible costs and legal aspects of the Addition to Purpose of the WCCD District.

Manager opened discussion on the proposed engineering design costs of the District Plant Expansion 5 MGD design. Motion by K. Buetow, second by P. Allen, vote unanimous, to proceed and enter into an agreement for professional engineering services with American Consulting, Inc., at a cost not to exceed \$550,000.00 and to authorize Chairman to sign agreement after legal review and upon Manager Recommendation.

Manager presented a revised Employee Manual based upon the input from Board Members and A. Hux. Manager requested promulgating of the Employee Manual. Chairman recommended Board recess for five (5) minutes to allow Board Members to review Manual.

Chairman adjourned meeting at 6:05 P.M.
Chairman reconvened meeting at 6:10 P.M.

Motion by P.Allen, second by B. Thompson, vote unanimous, to promulgate the Employee Manual and allow a period of time to make any additional recommendations to Manager ending one week prior to next Board Meeting, April 19, 2004.

Chairman recommended Billing Practice Survey be tabled until the April 19, 2004 Board Meeting, allowing Manager to compile additional information from outside sources.

Manager delivered and explained to Board the District EDU Survey. Survey will be updated and presented to the Board at the July 19, 2004 Board Meeting. Thereafter, the Board will be presented an update every six months.

Assistant Manager opened discussion to Board on current accounts receivable aged report. Assistant Manager recommended consideration of an employee performance bonus for three employees based on recovered amounts of the aged receivables. Board tabled the issue pending further research by individual Board Members.

Manager informed Board of resignation of Plant Superintendent, Butch Barger, and discussed personnel changes within the District operations. Effective March 22, 2004 Randy Cummings will be Superintendent of Plant Operations and Tim Lindsey will be Superintendent of System Operations. Manager explained the revised West Central Conservancy District Organization Chart.

Motion by P. Allen, second by K. Buetow, vote unanimous, to adjourn the meeting at 6:41 P.M.

W. Holland, Chairman

B. Thompson, Secretary