

MINUTES

1. Call to order:

A. The Trustees of the Lake Asbury Municipal Service Benefit District (LAMSBD) met in the Lake Asbury Community Center, 282 Branscomb Road, on the above-stated date. Chairman McMillan called the meeting to order at 6:42 p.m.

2. Roll/Quorum:

A. The following trustees were present: Chairman McMillan, Vice Chairman Petrucci, Treasurer Kocher, and Trustees Newton, Gaver, and Weisenburger - a quorum of six. Trustee Tyrie was absent. Staff present: District Attorney Wayne Flowers and District Accountant Tom Hallquest. District Secretary Krysta Caprood was absent.

3. Administrative Announcement:

A. Chairman McMillan gave the Administrative announcements.

4. Approval of Minutes:

A. A motion was not made.

5. Treasurer's Report:

A. Treasurer Kocher presented the Treasurer's Report. A motion was not made to approve the Treasurer's report.

B. Groundworks renewal certificate of insurance does not reflect LAMSBD as an Additional Insured as required by contract. Note: Board insurance requirements dictate Groundworks cannot be paid until they are complying. If we plan to renew, District Attorney Wayne Flowers suggested the following: We need a short agreement to renew presumably on the same terms and conditions with addition of the \$300,000 Auto Liability, to be signed by both parties. A motion to renew Groundworks contract, contingent on insurance was made by Treasurer Kocher. Seconded by Vice Chairman Petrucci. Carried 6-0. The new price per cut will be \$2150 if, their contract is renewed, per Vice Chairman Petrucci.

C. A motion to accept and renew the agreement and not to exceed \$5,800 for Majors & Assoc., LLC as the auditors this year was made by Treasurer Kocher. Seconded by Chairman McMillan. Carried 6-0.

D. Per District Attorney Wayne Flowers, the residents at 1097 and 1099 Lake Asbury Drive will be charged \$600 instead of the \$300 they had been paying. This will not take effect until next year.

6. Approval of Checks:

A. A motion to approve checks 3482-3493 was made by Trustee Weisenburger. Seconded by Chairman McMillan. Carried 6-0.

7. Staff Reports:

A. **Former District Engineer**

MINUTES

1. Former District Engineer, Mike Bueme handed out reports provided by UMX to the Board and Staff. The UMX Engineers along with Former District Engineer, Mike Bueme presented videos of the underwater installations for North and South Lake Asbury and Lake Ryan. The videos report of the installations which support the dam capability to control waterflow through the dams. Side view drawings of the dam structure and infrastructure were presented. During the inspections, it was discovered that the Sands' property has a free flowing artesian well running down the creek side of the North Dam. Chairman McMillan knows the property owners and will contact them about the well use and capping it off. UMX Engineers and Former District Engineer, Mike Bueme provided answers to various questions presented by the audience and the Board.

2. The Board discussed the options available to shore up the existing infrastructure and future renovation/rebuild of the infrastructure that include the dams and the water control structures. Discussions of temporarily repairing the kettles was brought up. [A motion to contact Hayward Construction to redo the North Lake West kettle and Lake Ryan was made by Chairman McMillan. Seconded by Vice Chairman Petrucci. Carried 6-0.](#) Hayward Construction will shore up the present kettles as soon as possible over the next thirty days. During the same period of time, UMX will develop a repair plan for the water control devices, plan the repair, and place the repairs on their work schedule. District Attorney, Wayne Flowers reminded the Board that there was an approved action related to the kettle replacement from the August meeting and also asked if the Board would be getting a quote for the valve repair. Estimates are not being sought as the value of the repairs are expected to fall within the \$33,000 cap available for immediate action. Chairman McMillan introduced Toco Engineering, LLC. This company has presented an RFQ for consideration. Those introduced were, Charles N. Sohm who briefly discussed his qualifications and John Mahoney III who provided a brief explanation of the Toco name and gave further qualifications of the company. Chairman McMillan appointed Trustee Gaver to work with District Attorney Wayne Flowers to further review the RFQ, discuss contracting, and negotiate the potential contract.

3. [A motion was made to start up the negotiating process with Toco Engineering by Vice Chairman Petrucci. Seconded by Treasurer Kocher. Carried 6-0.](#)

- B. **District Attorney**
- C. **Secretary**

8. Trustee Reports:

- A. **Chairman**
- B. **Vice Chairman**
- C. **Treasurer**
- D. **Trustees**

1. Trustee Christopher Newton received three estimates for six, double-sided signs. The signs will state that a drawdown of the lakes is taking place and then include a reference of

MINUTES

the LAMSBD website for more information. A motion to get Mullen's Custom Designs to make 6 signs in the amount of \$154.08 was made by Trustee Newton. Seconded by Vice Chairman Petrucci. Carried 6-0.

9. Unfinished Business:

10. New Business:

A. Comments from District members: No questions or comments were made.

11. Adjournment: Chairman McMillan made a motion to adjourn (time not given). Carried 6-0.

Krysta Caprood
District Secretary

Mark McMillan, Chairman