

Lake Asbury Municipal Benefit District (LAMSBD)

Meeting Minutes

September 14, 2020

The audio for this meeting failed to record

I. Call to order

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 6:35 p.m.

II. Roll call

The following trustees were present: Chairman McMillan, Vice Chairman Gaver, Treasurer Kocher, and Trustees Weisenburger, Pickens, Barrett and Bueme – a quorum of seven. Staff present: District Engineers Laura and John Mahoney (Tocoi Engineering), Jeff Jackson (Jackson Engineering) and District Accountant Tom Hallquest. District Attorney Wayne Flowers was not present.

III. Administrative Announcement

Chairman McMillan went over the administrative announcements.

The four applicants for the Secretary position were interviewed individually by the board - Robin Martin, Nel Meyer, Jessica Lee, and Lou-Ann Johanboeke. Applicant Elizabeth Santiago did not attend. Nel Meyer received the majority of votes. Trustee Bueme made a motion to hire Nel Meyer to be District Secretary. Seconded by Vice Chair Gaver. Carried 7-0.

IV. Approval of Minutes

Trustee Weisenburger moved to approve the July 6, 2020 and August 3, 2020 meeting minutes. Seconded by Chair McMillan. Carried 7-0.

V. Treasurers Report

- a) Trustee Weisenburger made a motion to approve the Treasurers Report. Seconded by Trustee Pickens. Carried 7-0.
- b) Trustee Pickens made a motion to approve checks 3585-3593. Seconded by Vice Chair Gaver. Carried 7-0.

VI. Staff Reports:

- a) **District Engineer:** Mr. Jeff Jackson (Jackson Engineering) gave a presentation about his current assessment of the state of the dams. He showed the board video of two dams similar to the Lake Asbury dam experiencing catastrophic failures due to overtopping and collapsing. He believes that our dams are unsatisfactory and in poor condition.
- (i) **LAKE ASBURY.** The Lake Asbury dam was built in 1965. It is 1,600 feet long, with a rolled clay core. It was built to withstand a 100-year storm, but Mr. Jackson doesn't believe it is in condition to do so. It was called unsafe by the Corp of Engineers in 1970 just because it was built to withstand a 100-year storm and that was no longer considered adequate. A 100-year storm dumps 9 ½" of rain over a 24-hour period. He told us that trees should not be on the dam. They shade out grass leading to erosion. If they fall, they could leave a hole. The crest of the dam is not at the same elevation on each side. It is about two feet lower on the East side. This would be where water would go if it overwhelmed the spillway and overtopped the dam. He believes that would wash away homes and cause loss of life. The East valve is frozen. The pipes that drain the dam into Black Creek (primary spillways) are corroded and leaking. The plastic sleeve that was inserted into the pipes is cracked and the grout holding it in place is crumbling. Soil is being drawn into the pipes. Boat traffic is undermining the carpet fabric cement on the lake side of the dam. There are numerous depressions. The water line runs under the spillway, but is reinforced where it bends with metal sleeves. Mr. Jackson recommends that it be made to shut off automatically if it senses a change in pressure. A broken water pipe could cause major damage in a very short period of time.
 - (ii) **LAKE RYAN.** The drawdown pipe has collapsed. It appears to be crushed on the downstream side where it flows into Lake Asbury. He warned us to look out for turbidity there. Bushes need to be removed. If this dam failed, it would negatively impact the Lake Asbury dam. It is not as bad as the Lake Asbury dam, but he still rates its condition as poor.
 - (iii) **SOUTH LAKE ASBURY.** The dam goes from a 45' to 25' elevation. The primary spillway is old and in bad condition. The wooden bulkhead caps are nearing the end of their life. On the

downstream side, the open cell articulating block has spots that are sinking, probably due to erosion caused by prior storm activity. They need to be repaired. It is developing hydraulic jumps. There is erosion on the headwall.

- (iv) Tocol Engineering issued Mr. Jackson a notice to proceed with drilling core samples.
- (v) Mr. Jackson will provide a link to his presentation.
- b) **District Attorney:** Absent
- c) **District Accountant:** No report
- d) **District Secretary:** Trustee Pickens, Secretary Liaison, filling in

VII. Trustee Reports:

- a) **Chair:** Efforts to communicate with Doug Jones, Team Effort, are not going well. Chairman McMillan visited their location twice and wasn't able to talk to Mr. Jones. Laura Mahoney suggested that the board wait until the drawdown analysis is complete before we ask Mr. Flowers to send another letter.
- b) **Vice Chair:** No report
- c) **Treasurer:**
 - (i) Review of LAMSBD Checking and Money Market Accounts: tabled until next meeting
 - (ii) New HB 664 requirement of E-Verify for contractors and subcontractors.
 - 1. Treasurer Kocher explained that all Special Districts need to set up accounts on the E-Verify Website. The new requirement is effective 1-1-2021. The system verifies the work authorization status of employees.
 - (iii) New HB 1466 eliminating the requirement to post financial audits on the website.
 - 1. Treasurer Kocher described that the new requirement eliminates the need for Special Districts to put their audit reports on their websites. Instead, we can put a link to the

Florida Auditors website, where our documents already reside. This bill was created to cut back on law suites. [Treasurer Kocher made a motion to update the website with the link, which he will provide. Seconded by Trustee Weisenburger. Carried 7-0.](#)

- (iv) Contract Proposal for emergency opening and closing of valves: Tabled until next meeting.
- (v) Review of Contractors Information and Protocol form: Tabled until next meeting.
- (vi) Contract review for Groundworks & Tocoli
 1. Groundworks explained that we are being charge \$400 more than we would if we lowered our insurance requirements. We are paying \$2,275/mow.
 2. [Chair McMillan made a motion to get another mow in before the contract is renewed. Treasurer Kocher seconded. Carried 7-0.](#)

d) **Trustees:**

VIII. Unfinished Business:

IX. New Business: Acting Secretary, Trustee Pickens, asked the board to review and approve 2021 meeting dates. She will send it to Wanda Green, for Community Center scheduling and Teresa Capo, for the Clay County website.

X. Adjournment

Chairman McMillan adjourned the meeting at 9:03 p.m.

Minutes prepared by:

Trustee Melody Pickens

Mark McMillan, Chairman, LAMSBD