

**Lake Asbury Municipal Service Benefit District  
Board Meeting April 7, 2014 Minutes  
282 Branscomb Rd. (Lake Asbury Community Center)  
Green Cove Springs, FL 32043**

**1. Call to Order**

The Trustees of Lake Asbury Municipal Service Benefit District (LAMSBD) met in the Lake Asbury Community Center, 282 Branscomb Road, on the above-stated date. Chairman Mark McMillan called the meeting to order at 6:48 p.m.

**2. Roll/Quorum**

The following trustees were present: Chairman Mark McMillan, Treasurer Tom Petrucci, Trustees Billy Tyrie, Lige Walden, Butch Huggins and Tom Chandler. Trustees absent: Bill Futch, Linda Parrish, and Bob Schiefer. Staff present: District Attorney Wayne Flowers, District Engineer Mike Kelter and Secretary Diane Walker. Others in attendance are listed on the sign in sheet.

**3. Administrative Announcements**

Chairman McMillan made the Administrative Announcements.

**4. Presentation: Magers and Nicholson, Government Audit**

Maryann Magers of Magers & Associates, LLC, commented that the audit is finished; however, she is unable to release it until a report that is required by the state is filled out and certified. She will send the report to Tom Hallquest to do the report. The records were found to be in very good order and no changes made. There were a couple of adjustments made but nothing significant. A copy of the draft of the financials will be left with Trustee Petrucci. She explained how a government financial statement is done.

**5. Approval of Minutes: March 3, 2014 Regular Meeting**

Motion by Trustee Walden, second by Trustee Chandler and **carried 6-0 to approve the minutes of the March 3, 2014 regular meeting.**

**6. Treasurer's Report: Treasurer's Report for April 7, 2014 (attached)**

Motion by Trustee Walden, second by Trustee Petrucci and **carried 6-0 to approve the Treasurer's Report for April 7, 2014.**

**7. Approval of Checks: Checks for April 7, 2014**

Motion by Trustee Petrucci, second by Trustee Tyrie and **carried 6-0 to approve the checks for April 7, 2014.**

8. **Staff Reports:**

a. District Engineer Mike Kelter

1. Bush Court Dredging Project Update

Mike Kelter reported that the bid documents have been prepared. Bids will be advertised for two weeks and should be ready to open at the next meeting. He stated that he has talked to various residents regarding easements that will be needed. They are glad to see the work being done and have been very gracious. The owner of 530 Wesley road is moving. This location provides the most direct access to the lake and gives a place to stockpile spoil for a short duration while it drains before moving it by truck to the community center for final disposition. There are a number of landowners that want to help out with the project and would like to have some of the dirt to fill in low spots. Chairman McMillan expressed his concern about giving out dirt that will end up back in the lake. Mr. Kelter commented that the locations requested for fill dirt have a sufficient amount of set back from the lake.

2. Lake Ryan Spillway Project Update

Chairman McMillan inquired if the permits are in the process of being pulled and that if it will be late this year or early next year. Mr. Kelter commented that it would be done between October 2014 and April 2015. Mike Kelter commented that he will bring quotes at the next meeting for prices on the dam as well as prices to get a survey and stake out all fingers. Chairman McMillan concurred with Mr. Kelter obtaining the quotes.

3. CCUA Easement

Mike Kelter reviewed a diagram of the easement. This is a 30 foot wide easement except for near the spillway which was widened to allow room for error in turning of the pipe. In the easement language, the grantors will be both LAMSBD and LALLOA. Language was added to the Standard easement stating that coordination with the LAMSBD engineer is required regarding the depths and placement of pipes and the compaction to be sure it is done correctly and restored to its proper condition.

District Attorney Flowers stated that the next step for him will be to discuss the easement document with both LALLOA and CCUA attorney Grady Williams.

After discussion, motion by Trustee Huggins, second by Trustee Petrucci and **carried 6-0 to approve the easement document as presented.**

Mr. Kelter inquired when LALLOA would be discussing it. Renee Dotseth responded that the next meeting will be April 21<sup>st</sup> and it will be discussed then at the latest.

4. McKee Property, 634 Lake Asbury Drive

Mr. Kelter reported that he received a call that someone was dumping dirt in the lake. He went to the property to look at it and spoke to the contractor about dumping dirt in the lake. The dirt was gone the next time he looked at it. Mr. McKee needs to be made aware of the dredging project and that we don't want his dirt added to the problem.

Mr. Kelter commented that he talked to Ms. Butler who lives right across the finger. She will send pictures of what she saw from her side of the finger when it occurred.

He further commented that he has been having discussions with SJRWMD that water coming in under culvert is theirs and makes a hard turn coming into the culvert. They have agreed to help with the situation.

5. Mr. Kelter reported that an anonymous person dropped off some paper with unverifiable data on water levels that is being circulated around the District. He commended that there is nothing on record that shows that the lakes have ever been raised. In fact they are two feet lower than what they were measuring in 1989 through 1991; however, this data is not correct.

b. District Attorney Wayne Flowers

1. District Attorney Flowers reminded the Board that the budget is coming due soon. The Secretary will place discussion of the budget on the next meeting agenda.

9. **Trustee Reports:**

a. Chairman

1. Native Plants in Lake

Chairman McMillan reported that he will pursue getting native plants put back in the lake; however, before placing the plants in the lake, the carp need to be eliminated. Discussion followed on ways to get rid of the carp. Suggestions made were shocking or having a bow fish tournament. Trustee Chandler commented that he will call FWC to discuss organizing a bow fish tournament. Chairman McMillan commented that will contact them and discuss the possibility of shocking.

2. Keys

Chairman McMillan reported that the FWC, law enforcement and fire department boat ramp keys no longer work. Renee Dotseth advised that the keys are being updated. Chairman McMillan stated that he will talk to Russ about it.

b. Vice Chairman – No report

c. Trustees

1. Trustee Tyrie reported that a house is being built on the south side of the church and that there are about eight dump truck loads of dirt. He expressed concern that with the rain some of the dirt may be going into the lake. Mike Kelter stated that he will look into it and talk to the contractor.

10. **New Business:**

a. Comments from District Members

- Rick Dotseth inquired about cleaning out the new downspout of the Lake. Mike Kelter to contact the county about cleaning it out.

He also asked the Board for assistance in checking for people who are not supposed to be on the lake. Trustee Huggins commented that if a resident has a boat ramp they can use the lake without a sticker. If they use the boat ramp, a sticker is required and they have to follow the rules.

b. Chairman McMillan read a letter submitted from Skip regarding the following and filed it for the record:

1. The Carp problem
2. Requesting Do Not Litter signs for Lake Asbury Drive and Branscomb
3. Requesting to mow Lake Asbury Drive on both sides from Henley to Wesley
4. Speed limits signs are not being adhered to

11. **Adjournment** – There being no further business, the meeting adjourned at 7:56. The next meeting will be May 5, 2014.

Diane Walker  
Recording Secretary

  
Linda Parrish, Vice Chairman

