

Lake Asbury Municipal Service Benefit District
Board Meeting February 1, 2016 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 6:42 p.m.

2. Roll/Quorum

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

3. Administrative Announcement:

Chairman McMillan gave the Administrative Announcements.

4. Approval of Minutes: January 4, 2016 Regular Board Meeting

Trustee Parrish moved, seconded by Trustee Petrucci and carried 7-0 to approve the minutes of the January 4, 2015 regular meeting.

5. Treasurer's Report: Treasurer's Report for February, 2016 (attached)

Wells Fargo loan for dredging was paid in full in February for approximately \$4300 as final payment to the ten-year loan for the sediment removal project. A payment in the amount of approximately \$132,000 will be due in June to Ameris bank for the spillway project. Trustee Parrish moved to approve the Treasurer's report, seconded by Trustee Chandler and carried 7-0.

6. Approval of Checks: Checks for February 1, 2016

After explanation of checks, Trustee Parrish moved, seconded by Trustee Petrucci and **carried 7-0 to approve checks 3184, 3186-3191.** Included was the final payment to Wells Fargo for the sediment removal project.

7. Staff Reports:

A. Auditor MaryAnn Magers

Ms. Magers discussed the audit for fiscal year ending September 15, 2015. She informed the board that it was a clean report and that there were no new pronouncements. Trustee Parrish motioned to accept the audit, seconded by trustee Petrucci and carried 7-0 by the board.

B. District Engineer Mike Kelter

1. Mr. Kelter reported that Hayward construction charged \$5,500 for removal of the Lake Ryan dirt pile. The job is to be completed this weekend. Trustee Huggins moved to pay \$4,950 now. Seconded by trustee Petrucci and carried 7-0 by the board.
2. Mr. Kelter noted that Hayward construction proposed to hydro-seed the dirt pile for \$1,250.
2. A change order to install pile caps on the sediment trap was authorized by Mr. Kelter. Hayward construction quoted \$588 to do the job. The caps have not yet been installed because Hayward Construction has been busy moving dirt.
3. Trustee Petrucci made a motion to pay the balance of the sediment trap job for \$4,600. Trustee Huggins seconded the motion, which carried 7-0.
3. Mr. Kelter requested that we add discussing plans for the dam at the next board meeting. He recommended issuing a notice to proceed to get permits. Mr. Flowers suggested waiting until October, the start of the next fiscal year, to accept bids. Trustee Huggins recommended putting together a cost analysis. Trustee Petrucci agreed to present a report at the next meeting.

C. Attorney Wayne Flowers

1. Mr. Flowers congratulated the board on yet another clean audit.

8. Trustee Reports:

A. Chairman

1. Trustee Schiefer has agreed to resign. Vice Chairman Parrish will take a resignation letter to him personally to sign. The letter is to be submitted to Mr. Flowers and then forwarded to the Board of Commissioners.
2. Chair is waiting for Freddie Langford to get back to him regarding shad for the lakes. It costs \$2,000 for 6,000 shad. Trustee Parrish asked how the fish are divided up between the lakes. Chairman McMillan said that most of the shad are divided equally between Lake Asbury and South Lake Asbury. A small number are put into Lake Ryan. Chairman McMillan urged the board to look out for illegal cast netting and to report siting to the Florida FWC (1-888-404-3922) and call local police at 264-6512.

3. It has come to his attention that non-resident has been fishing the lake illegally and pulling stringers of Bass. Private Property No Trespassing signs have been posted and residences need to call the CCSO (264-6512) with tag number and ask them to patrol the area. CCSO will then call, which can ticket and fine for violation. You can also contact the Florida Wildlife Commission. Board recommends residents not confront the trespassers.

5. Trustee Huggins made a motion to add two more no parking signs to the north lake dam inside the fenced area. Parking would be permitted between the two signs. Discussion among trustees and staff about parking on dams commenced. Mr. Flowers said that we have to right to control access to the dam. Chair McMillan noted that there we also have to consider that the dam is jointly owned. Trustee Petrucci said that we only allow lake property owners to park on the dam. Trustee Huggins said that it was a civil matter and amended his motion to say ‘no parking past this point’. Mr. Kelter said that the reason that no parking is allowed on the dam is to prevent erosion. There was also discussion about physical obstacles present on the dam and how to work around them.

B. Vice Chairman – No Report

C. Trustees – No Reports

9. New Business:

A. Request/Comments from District Members – No Requests

10. **Adjournment** – The Vice Chairman left the meeting at 0735. The meeting adjourned at 7:38pm.

Melody Pickens
District Secretary

Mark McMillan, Chairman