

**Cordry-Sweetwater Conservancy District**  
**Board of Directors Meeting**  
**"Annual Meeting Minutes"**  
January 14, 2017, 1 PM, CSLOA Clubhouse

**1. Board Members Present:** Jim Ray, Herb Benshoof, Patrick Sherman, Josh Edwards, Matt Petersen and Chad Crimmins

**2. Board Members Absent:** Jerry Engle and Brad Roberts

**3. Also Present:**

**Staff:** Stacy Wethington, Kristi Putnam, Josh Hawley, Nick Johann & Deputy McGaha

**Board Attorney:** Roger Young

**Number of Guests:** 8

**4. Welcome and Pledge of Allegiance:** Mr. Benshoof called the meeting to order at 1 PM

**5. Announcements:** None

**6. Election Results:**

- i. For area 5: Brad Roberts
- ii. For area 7: Pat Sherman
- iii. Mr. Young gave the oath to Mr. Roberts earlier since he would not be able to attend the meeting. Mr. Young gave the oath to Mr. Sherman.
- iv. Mr. Benshoof presented Mr. Ray with an award for his hard work and dedication to the Board over the past several years.
- v. The election of officers for the Board were nominated and voted on.

**MOTION: Mr. Benshoof moved to nominate Mr. Engle for Board Chairperson, Mr. Benshoof as Vice Chairperson and Mr. Roberts as Secretary, seconded by Mr. Sherman. Motion carried unanimously.**

**7. Agenda Modifications:** Mrs. Wethington requested that the "Presentation of water rates and financing study" be added after Freeholder Concerns.

**8. Approval of Minutes:**

**MOTION: Mr. Sherman moved to approve the December 20, 2016 CSCD Board meeting minutes, seconded by Mr. Crimmins. Motion carried unanimously.**

**9. Freeholder Concerns:** Betsy Serra invited everyone to the CSLOA spaghetti dinner.

**10. Presentation of Water Rates & Financing Study:**

- i. Sue Haase from London Witte Group presented the water rates and financing study.

**MOTION: Mr. Benshoof moved to accept Resolution 2017-2, to propose an increase of water rates and rate study, scheduled and advertised to the public for February 21, 2017; seconded by Mr. Petersen. Motion passed unanimously.**

- ii. There will be a special Board meeting on January 31 at 6 pm to introduce the bond ordinance and the acceptance of the Engineer's recommended bidder.

**9. Management Reports:**

**A. Conservancy Manager:**

- i. Mrs. Wethington summarized her annual report.

**B. Financial Clerk:**

- i. Mrs. Wethington summarized the financial report.

**MOTION: Mr. Crimmins moved to approve the financial report subject to audit, seconded by Mr. Petersen. Motion passed unanimously.**

- ii. Mrs. Wethington summarized the appropriation report and claims.

**MOTION: Mr. Edwards moved to approve the claims subject to audit, seconded by Mr. Crimmins. Motion passed unanimously.**

- iii. Discussed Resolution 2017-1: Encumbered Funds.

**MOTION: Mr. Sherman moved to approve Resolution 2017-1: Encumbered Funds, seconded by Mr. Edwards. Motion passed unanimously.**

**C. Water/Grounds Superintendent:**

- i. Mr. Hawley summarized his annual report.
- ii. Requested approval to purchase a UTV.

**MOTION: Mr. Crimmins moved to approve the purchase of a UTV, seconded by Mr. Sherman. Motion passed unanimously.**

**D. Security Manager:**

- i. Deputy McGaha summarized his annual report.

**10. Commission Annual Reports:**

**A. Building:**

- i. Mr. Johann summarized the Commission's annual report.

**B. Ecology:**

- i. Mr. Hawley summarized the Commission's annual report.

**C. Security:**

- i. Mr. Petersen summarized the Commission's annual report.
- ii. Deputy McGaha requested the approval of a new patrol car.

**MOTION: Mr. Petersen moved to approve the purchase of a 2017 Dodge Durango for the cost of \$26,817.00, seconded by Mr. Sherman. Motion passed unanimously.**

**D. Roads:**

- i. Mr. Crimmins summarized the Commission's annual report.

**E. Water:**

- i. Mr. Benshoof summarized the Commission's annual report.
- ii. Discussed the approval for bid manager for the water project. Bids will be opened on January 25<sup>th</sup> at 4 pm.

**MOTION: Mr. Petersen moved to approve Stacy Wethington as the bid manager for the water project, seconded by Mr. Crimmins. Motion passed unanimously.**

**11. Unfinished Business:**

- i. Discussed the Fire Station lease.

**MOTION: Mr. Crimmins moved to approve the Fire Station lease agreement, seconded by Mr. Sherman. Motion passed unanimously.**

**12. New Business:**

- i. Discussed appointing a Board member to a Commission, appointing a CSLOA representative to a Commission and Commission term limits. They are as follows:

## **Commission Members- Term Limits**

<u>Term Year</u>	<u>Building Commission (5)</u>
<u>  X  </u>	Pat Sherman (Board)
<u>  1  </u>	Quinn Hetherington (CSLOA)
<u>  2  </u>	Bob Ellis
<u>  3  </u>	Dennis Cameron
<u>  2  </u>	Donn Paterson

<u>Term Year</u>	<u>Ecology Commission (6)</u>
<u>  X  </u>	Josh Edwards (Board)
<u>  1  </u>	Sonia LeerKamp (CSLOA)
<u>  2  </u>	Rick Normington
<u>  3  </u>	Randy Brumfield
<u>  2  </u>	Jim Donnels
<u>  3  </u>	Tyler Cooper

<u>Term Year</u>	<u>Roads Commission (4)</u>
<u>  X  </u>	Chad Crimmins (Board)
<u>  1  </u>	Betsy Serra (CSLOA)
<u>  2  </u>	Phil Kinney
<u>  3  </u>	Dave Jarrett

<u>Term Year</u>	<u>Security Commission (6)</u>
<u>  X  </u>	Matt Petersen (Board)
<u>  1  </u>	Lanny Rossman (CSLOA)
<u>  2  </u>	Sandra Taylor
<u>  3  </u>	Doug Putnam
<u>  2  </u>	Greg Harper
<u>  1  </u>	Ben Halley

<u>Term Year</u>	<u>Water Commission (4)</u>
<u>  X  </u>	Herb Benshoof (Board)
<u>  2  </u>	Duane Mercer
<u>  1  </u>	Tom Kuhn
<u>  3  </u>	Ken Brasseur

\*X = ongoing Commission Member

**MOTION: Mr. Sherman moved to approve the appointed Board member to a Commission, appointed CSLOA representative to a Commission and Commission term limits; seconded by Mr. Crimmins; there was discussion – motion passed unanimously.**

- ii. Discussed the 2017 contract for legal services.

**MOTION: Mr. Benshoof moved to approve the contract for legal services with Mr. Young with Young & Young; seconded by Mr. Edwards; there was discussion – motion passed unanimously.**

### **13. Board Members/Freeholder Concerns**

- i. Randy Brumfield brought up a Tree Risk Responsibility and Liability event on February 25<sup>th</sup> at 5 pm at the CSLOA Clubhouse.
- ii. Draft Employee Handbook

### **14. Adjourn**

- i. The meeting adjourned at 2:38 pm.

**MOTION: Mr. Benshoof moved to adjourn, seconded by Mr.  
Crimmins – motion carried unanimously.**

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Brad Roberts", written over a horizontal line.

~~Brad Roberts, Secretary~~

*Herbert Benshoof*

Date Submitted: February 21, 2017

