

Lake Asbury Municipal Service Benefit District

April 3, 2017 Board Meeting

MINUTES

1. Call to order

A. 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. Vice Chairman Linda Parrish called the meeting to order at 6:43 p.m.

2. Roll/Quorum

A. The following trustees were present: Chairman Mark McMillan, Treasurer Tom Petrucci, and Trustees Huggins, Newton, and Tyrie, a quorum of five. Trustees absent: Vice Chairman Linda Parrish, Cottrell, Chandler (resigned) and Futch. Staff present: District Attorney Wayne Flowers, District Engineer Mike Kelter, and Secretary Melody Pickens. Staff absent: Accountant Tom Hallquest.

3. Administrative Announcement:

A. Chairman McMillan gave the Administrative announcements.

4. Approval of Minutes

A. A motion was made to approve the March 6, 2017 Regular Board Meeting minutes with the addition of the phrase "which do not have permits" inserted into the sentence "He warned that some day in the future, all of the dams (which do not have permits) would have to meet new regulations or risk being decommissioned." Page two, line 8. Motion by Trustee Petrucci and seconded by Trustee Tyrie. Carried 5-0.

B. As an aside to the additional clause, Mr Kelter explained that a having a permit assumes that you are at an acceptable standard. Lake Asbury doesn't have a permit at this time.

C. Trustee Petrucci asks about prior comments made by Mr. Kelter indicating that building the Lake Ryan spillway would add stress to the Lake Asbury Dam and that we will need to upgrade the dam. Mr. Kelter said that he did analysis since saying this indicating that there will not be downstream adverse impact caused by the Lake Ryan spillway. Mr. Petrucci also asked for clarification about Mr. Kelters comments about decommissioning dams. Mr. Kelter explained that he has been researching dam failures and was thinking far into the future. He said that he now believes that a failure of the Lake Ryan dam will probably not damage the Lake Asbury dam, because it is such a small lake (5.6 acres). Trustee Huggins noted that we easily survived the storm Debbie. The spillways worked as advertised.

5. Treasurer's Report

A. We will have a \$132,987.52 loan payment in June. Only two more payments after that. We will have about \$400,000 after the payment. Trustee Tyrie moved to approve the Treasurer's Report, seconded by Trustee Petrucci. Carried 5-0.

6. Approval of Checks

MINUTES

- A. After explanation of checks, Trustee Tyrie made a motion to approve checks 3278 – 3282. Seconded by Trustee Tyrie. Carried 5-0.

7. Staff Reports

A. **Accountant Tom Hallquest**

1. Absent.

B. **Attorney Wayne Flowers**

1. Mr. Flowers reminded the board that a tentative budget is due in June.

C. **District Engineer Mike Kelter**

1. Chairman McMillan authorized Mr. Kelter to talk to the Corps of Engineers when the Saint Johns River Water Management District (SJRWMD) passes the Lake Ryan project plans onto them for review. There will be a thirty day review period. He believes that the plans will be approved even accounting for higher rainfall - his analysis shows there will be no problem.

2. Mr. Kelter will provide the board with larger maps that will include addresses and locations of culverts, clean out boxes, and more. He provided smaller maps in the meantime. These provide info such as elevations.

3. Three weeks ago he sent an email to the board about the boards, top caps, and head wall on the South Lake dam. Top caps are two by eight. Nineteen are loose. Four are bowed up greater than the thickness of the board and those must be addressed. Trustee Huggins is going to look at the problem with Rob Bowmaster for suggestions on how to repair. Will get Hayward Construction to look at it (They installed it). The wood is three years old. Mr. Kelter suggested maybe flipping the boards with the least damage. Suggested sealing existing and future wood. Trustee Huggins reported that Rain God epoxy'd loose top caps. Mr. Kelter said he would retrieve the one that fell into the water.

4. In regards to the missing Stage gauge for South Lake Asbury, Mr. Kelter is getting quotes from three surveyors. Measurements may be a foot different because it will be based on modern datum. The old gauges were installed inside a PVC pipe. Chairman asked for stainless steel nuts and bolts to prevent rot out. Trustee Huggins suggested we could bolt them to the kettle.

D. **Secretary**

8. Trustee Reports

A. **Chairman**

1. Chairman McMillan reports that there are alligators are in both lakes. He saw one in South Lake Asbury. He got a removal permit number from FWC. The trapper hasn't come yet or responded to his phone calls. He talked to Debbie Barrett (Chairman, LALLOA) about giving the trapper a key. She said to get with her when we find out when the trapper is supposed to come.

2. Chairman McMillan met with Commissioner Hendry. A county engineer is looking at Arthur Moore and Wesley. There is as sink hole at

Lake Asbury Municipal Service Benefit District

April 3, 2017 Board Meeting

MINUTES

Bush court. Two pipes appear to be broken. One pipe is going down into Bush Court and another is sunken in. The county will fix both.

3. Chairman McMillan was paddling in Lake Ryan and saw sand filling in Mr. Nordgren's bulkhead. He went to the sediment trap and discovered that water is circumventing the sediment trap around the tall sheet pile. It's on the steep, the south side of the structure. It's causing sand to come into the lake. There is a visible gap behind the wall.

B. **Vice Chairman**

1. Absent

C. **Trustees**

9. **Unfinished Business**

A. Lake Ryan spillway project update. See 7. C. 1. above.

10. **New Business**

A. Mr. Kocher addressed the board. He offered his assistance to help us develop an Emergency Action Plan. Mr. Flowers said that Mr. Kocher had good points. He suggested developing plans and following them to mitigate claims against the board. Trustee Petrucci noted that the two homes on the other side actually own the property that makes up the Black Creek side of the dam. They know that they have placed themselves at risk. They have been asked to remove trees that can destabilize the dam, but will not. These properties are particularly vulnerable and it might be a good idea to develop protocols. Mr. Kelter noted that John Ward, Director of Emergency Management in Clay County gives reverse 911 calls to residents at risk and he would like us to give him a plan. Chairman McMillan suggested that we also create our own SOP. Trustee Huggins made a motion to allow Mr. Kelter to gather data for an emergency action plan for our review. Seconded by Trustee Petrucci. Carried 5-0. Trustee Petrucci suggested meeting with Mr. Ward.

11. **Adjournment:** There being no further business Chairman McMillan adjourned the meeting at 8:48 p.m.

Melody Pickens
District Secretary

Mark McMillan, Chairman