

MEETING MINUTES
LAWRENCEBURG CONSERVANCY DISTRICT
BOARD OF DIRECTORS
HELD AT 6:30 P.M. ON May 16, 2024
AT 225 EAST EADS PARKWAY, LAWRENCEBURG, INDIANA

THE FOLLOWING DIRECTORS WERE PRESENT:

Jim Kittle, Chairman	Dennis Richter
Randy Tyler, Vice chairman	Tom Schneider
Dave Staab	Andy Lyons
Greg McAdams	

THE FOLLOWING PERSONS WERE ALSO IN ATTENDANCE ON BEHALF OF THE DISTRICT:

Paul Seymour, Superintendent
Jared Ewbank, Attorney
Heather Shaut, Administrative Assistant

Administrative Issues

Kittle opened the meeting with the pledge of allegiance.

Ewbank called Roll.

Kittle then asked for a motion to approve the April 18, 2024 minutes. Lyons motioned to approve the minutes and Richter seconded the motion. The motion carried unanimously.

Kittle then asked for a motion to approve the agenda with the addition of a discussion of taking video of the meetings. Staab motioned to approve the agenda and Tyler seconded the motion. The motion carried unanimously.

After review and discussion, Kittle called for a motion to pay the monthly claims and vouchers. Schneider motioned to pay the monthly claims and vouchers and Staab seconded the motion. The motion carried unanimously.

New business

Kittle presented a few of the letters of support received from various local governments and businesses regarding the grant project. He expressed the committee learned a lot in their meetings with representatives from Representative Houchin's office and the grant writing team at JMT. Discussion included that each grant will have its own requirements, most have a match of at least 25%, the 25% can

come from other grants, FEMA prefers to grant to a project that will be completed in a year, the importance of support from the community, and the importance of having the levees certified and having hazard mitigation plans.

Superintendent's report Lawrenceburg levee

For the **sluice gate project**, Hrezo Engineering requested approval for a change order of \$18,762. Through discussion and questions, the following was determined. Due to imprecise drawings from the original install and the inability to determine the construction by visual inspection, there were additional material and labor costs beyond the original bid. Those specifically relate to the thimble being attached to the gate and not cast into the wall, as expected. This left a larger gap to fill and therefore additional engineering, labor and material costs. The cost of keeping a crane available was not included. It is unlikely that the subcontractor will share in the expenses, as they were not related to any fault, just unforeseen circumstances. As well, despite attempts for more, only one company was willing to bid on the project. Hrezo expressed there is a stop nut that he is awaiting receipt of to install, however, he watched a test of the gate and it is fully operational. Staab made a motion to approve the change order, Richter seconded and it passed unanimously.

Hrezo also spoke on the **Evacuation Plan**, indicating it should be added to the next iteration of the Emergency Action Plan. Discussion included its benefit in the grant pursuit, that Hrezo has recently finished training certification that is an advantage, as well as his experience and local connections. Also, there have been many changes since the last plan and Hrezo recommends new GIS and topography be used to create new maps and that a step-by-step procedure be added. Seymour and Mundell Consulting have met with Dearborn County Emergency Management Agency to discuss the Hazard Mitigation and Evacuation Plans. They hope to meet again in July with a completed Plan. Hrezo and Seymour will work on a proposal and scope for the Evacuation plan. Staab made a motion to hire Hrezo to proceed on the Evacuation Plan, seconded by Lyons and passed unanimously. Lyons made a motion to hire Hrezo at the Hrezo Engineering standard hourly rate, seconded by Schneider and passed unanimously.

Discussion about the **Hazard Mitigation Plan** included its tie to the Evacuation Plan, adopting the Hazard Plans for Dearborn County after being updated to include the LCD Evacuation Plan, the usefulness of the National Risk Index tool to collect relevant information and make updates easier, that it's critical for Hrezo and Mundell work cooperatively. Staab made a motion to hire Hrezo to proceed on the Hazard Mitigation Plan, seconded by Tyler and passed unanimously. Lyons made a motion to hire Hrezo at the Hrezo Engineering standard hourly rate, seconded by Staab and passed unanimously.

For the **Riverfront Wall** project, Seymour said he ordered and received a sample metal cap to top the damaged wall. He will put it in place and have the Construction Committee inspect it to determine whether to proceed with getting enough to complete the project. He will also get prices for the full number of caps needed to complete it.

Seymour presented a quote from **Aebi** to replace an old mower. Discussion included the high cost of repairing the old one, replacing mowers on a planned rotational basis and auctioning off the old one on the government auction site. There was also discussion that this is the only dealer we can purchase from

and the need to change insurance coverage. McAdams made a motion to purchase the new mower, seconded by Staab and passed unanimously. Seymour will research prices for listing the old equipment.

Seymour presented the update from **Mundell** including continued work with Dearborn County Emergency Management on the Evacuation Plan and the expectation of a completed plan and a Tabletop Exercise in July and continued work on the operations manual to include the pump stations and SCADA.

Seymour presented three bids for **tree removal** on school property. Staab made a motion to hire Howard as the lowest bidder, seconded by Richter and passed unanimously.

Seymour decided to hold the conversation about the **gas tank quote** to next month to further investigate the cause of the leak indication.

Superintendent's report Greendale levee

Seymour and **JMT** will develop a Greendale Emergency Action Plan proposal and presentation for the next board meeting.

Discussion on the **Grant Committee** included that they met with JMT's grant team three times and learned a lot about grants and the grant writing process, the need to have the requirements for a grant in place prior to their publication, that the BRIC grant is the most likely to be a good match, the requirements for the BRIC are the most inclusive and meeting those requirements puts LCD in a good position to meet the requirements for other grants. There was review and discussion of the proposal from JMT's grant team for doing the work, discussion of the phases, significance of position in the phases, timing, impact of negative results from review requirements, that the work in Phase 1 can be easily updated as things change over time, that Phase 1 would apply to a number of grants and Phase 2 more specifically to BRIC. There was discussion on JMT's role to review grants to find the best matches, likely focusing on the BRIC for the majority of the funding. There was a discussion of what work the funding will enable for each, the Greendale and Lawrenceburg levees, and the possibility of breaking the work up into smaller projects to meet FEMA's preference of one-year projects. There was discussion on the prudence of spending without a guarantee, a 12% chance of being awarded BRIC, the increase in success by having the requirements in place and matching in excess of the requirement, which can come from other grants, a special benefits tax and the urgency to decide. The Grant Committee recommended hiring JMT for Phase 1 of their proposal. Staab made the motion, seconded by Schneider. Ewbank took a roll call vote, which was unanimous.

Community Athletic Park

Seymour has three individuals set to start work in early June as **summer help**. Due to vacations, on call schedules and an employee scheduled to be out for a few months, Seymour recommended hiring Roger Rimstidt for 90 days at the summer help rate of \$18/hr to guide the new summer help. It was agreed to hire him.

To reduce the cost of running the **lights**, Seymour and Lyons talked to the utility company about getting additional meters. It was estimated to be between \$3,000-5,000. It was estimated an additional \$3,000-

5,000 would be required to do the installation. McAdams made a motion to do the work, seconded by Staab and passed unanimously.

Secretary Report

Shaut said the State Board of accounts representative came for what is expected to be the last day of the engagement. The Board should expect a report from the SBOA in approximately a month or two followed by meeting with them to go over their report. Reedy will be at that meeting, as well. Shaut has been working on rewriting the internal controls procedures and detailed daily procedures to reflect what is followed and updating the website.

Finance Committee Report

Kittle reviewed the monthly management report, noting the spending is on target with the budget. He also reviewed the CD recap report, noting good returns on both CDs and cash.

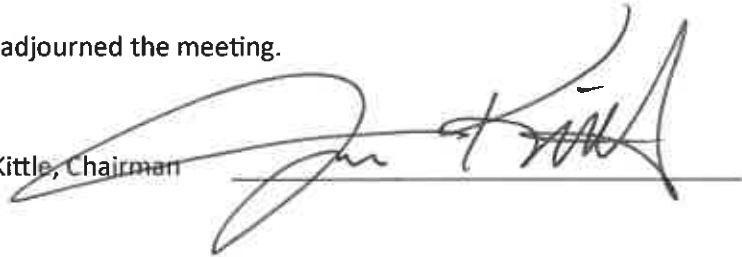
Attorney Report

Ewbank reported on his research regarding live and recorded video of the board meetings and protecting sensitive or proprietary information, such as engineering drawings. He found the federal government had no opinion on the issue and Indiana law indicates it is the entity's choice as to what information to share. He and Shaut will work on how to create the required video while protecting information as needed.

There being no more business, Kittle adjourned the meeting.

6/20/2024

Jim Kittle, Chairman

A handwritten signature in black ink, appearing to read "Jim Kittle", is written over a horizontal line. The signature is stylized and cursive.