

Nature Works Conservancy District  
December 18, 2024  
Board Meeting Minutes

Board Members Present: Kevin Steele, Dillon Dalton, and Steve Poulos

Also in Attendance: David Hollenbeck, John Sturgill, and Jennifer Ray

Kevin Steele called the meeting to order at 8:34AM.

The minutes from the October 16, 2024, meeting and the November 6, 2024 special meeting were approved as presented.

Jennifer Ray presented the September and October financial reports. After review, the financial reports were approved as presented. Jennifer then presented the proposed 2025 sewer fund budget. After discussion, the 2025 sewer fund budget was approved. Jennifer went on to report on the general fund budget process. She reported that DLGF approved the additional appropriation submittal and that the 1782 Notice was received and submitted back to DLGF. The district will receive \$139,941 for the general fund and \$107,313 for cumulative fund. The district is awaiting receipt of the second settlement. Jennifer then went on to present the Aquatic Weed Control contract for 2025. The contract contained a small increase for 2025. After discussion a motion was made and seconded to approve the Aquatic Weed Control contract. Motion carried. Jennifer then reported on the MS4 Program. She reported that McMahan should be finishing up the SWQMP soon and will be able to present it to the Board. In addition, Jennifer met with McMahan regarding use of the GIS for required inspections. Jennifer then submitted a proposed management agreement amendment increasing the management fee. After discussion, a motion was made and seconded to approve the 1<sup>st</sup> American Management Co., Inc. amendment to increase the monthly management fee. Motion carried. Jennifer then presented a proposal from RV Sutton to repair a cracked storm drain that is causing a sink hole by 27 Lockerbie. A motion was made and seconded to approve the RV Sutton proposal. Motion carried. Finally, Jennifer reported that letters requesting grease trap inspection records were sent to Family Express, Maple & Bacon, and the Inn with an end of year deadline for receiving the reports.

MCO, Nathan Howell was not in attendance, but submitted a report on plant performance and needs (**attached Exhibit B**)

John Sturgill with McMahan presented pay application number 7 submitted by Bowan Engineering in the amount of \$168,813.33. A motion was made and seconded to approve the pay application for Bowan Engineering. Motion carried. John further reported that they were able to save money by downsizing the generator sets. John then presented option drawings for the generator placement on Glencoe. John then presented a revised proposal from RV Sutton for the approved hole 16 regrade work. When the district originally met with the golf

course, they had agreed that they had the fill to use for the project and that they would use their fill and fill in the pond as well as complete the installation of topsoil for the project. The golf course is unable to haul the fill or the topsoil so now the district will also need to handle that work. This resulted in a revised bid from RV Sutton which includes an additional \$350 per load of fill and \$500 per load of topsoil. There was a discussion regarding getting something in writing from the golf course stating they will handle all maintenance once the project is complete. A motion was made and seconded to approve the RV Sutton bid contingent on getting something in writing from Aberdeen Golf. Motion carried.

Attorney Hollenbeck reported on the SBOA audit process and stated that an investigation was done into the excessive fees that were charged this year and that it will be less in the future. Attorney Hollenbeck further reported on the current board vacancy and on the annual meeting to be held in February.

The Payment of clams was presented and approved.

There being no further business to come before the Board, a motion was made and seconded to adjourn the meeting. Motion carried and the meeting was adjourned at 9:30 AM.

Respectfully Submitted,

Jennifer Ray, Property Manager  
1<sup>st</sup> American Management Co., Inc., as Agent  
Nature Works Conservancy District