



**Clark County Park District
Regular Board Meeting
January 17, 2019
6:00 p.m.**

1. Call To Order

- a. Commissioner Blankenship called the meeting to order at 6:00 p.m.

2. Roll Call

- a. Commissioners in attendance were Joey Ewing, Lisa Thomas, Don Pine, Jeff Wallace, Roy Sweet, Steve Turpin, and Randy Blankenship. Also in attendance were Executive Director Jeff Tippett and Office Manager Danielle Kiger.

3. Pledge of Allegiance

4. Approval of Agenda

- a. Ewing motioned to approve the agenda. Sweet second. 7 ayes, 0 nays. Motion carried.

5. Approval of Minutes

- a. Regular Monthly Board Meeting Minutes 12/20/18
 - i. Ewing motioned to approve the Regular Board Meeting Minutes dated 12/20/18. Sweet second. 7 ayes, 0 nays. Motion carried.

6. Public Comment

- a. None

7. Director's Report

- a. Tippett discussed a couple of checks that were received. One was from PDRMA for \$500.00 for our Loss Control Review. We also received an e-mail, which he forwarded to everybody, that out of all of the members, Clark County Park District was the most improved in 2018. Everybody did a great job. We will be receiving a plaque for it. Tippett explained that they are redoing their Loss Control Reviews next year, so we will not have a review this year, but we will receive another check this year for \$500.00.
- b. Tippett stated that he did get approval from the State Fire Marshall for our above ground fuel tank. He has a meeting with Bolin's at 8:30 in the morning where they are going to go over everything again.
- c. Tippett reported that they redid the interior of one of the Bentleys. They redid the decking and carpeting, they ordered some new aluminum for it today. The other one is being torn down and once the seats come in they will start rebuilding it.
- d. Wallace asked about item 11 on the director's report where it states that the current grant applications have increased and what does it mean. Tippett explained that originally it was going to be RTP and OSLAD, they also added OHV and Bike Path Grants. Tippett explained that they OHV Grant is a 100% reimbursement grant.



- e. Thomas inquired as to how much it is costing to rebuild the pontoon boats. Tippett responded that they are just over \$3,000. She asked what a used one would cost and Tippett responded between \$8,000 and \$12,000.

8. Discussion of Financials

- a. Wallace asked about our collections. In looking at the collections, he noticed that some of them live around the lake.
- b. Pine commented that they have talked about this before. He stated that we let them charge their fuel and then we are stuck with no remedy for it. He feels that they should pay as you go basis, he doesn't understand why we are financing fuel sales at the park.
- c. Sweet asked why we are carrying them, why was this allowed to happen. Tippett responded that we allow them to sign for fuel at the fuel dock. They have a form that they have to fill out. However, there is no backbone to it. He commented that if you look at Appendix A now on the last page, they are putting some backbone into it. If you don't pay you will lose your lake lot, your campsite, you will lose anything.
- d. Thomas asked if Tippett knew when this practice started. Tippett responded that he believes it started just before he was hired. Kiger explained that they fill out a charge form and then she would look over their account, if they did not owe anything on the account then she would go ahead and approve them. She added that if their account is not paid in full they will not be able to charge the following year.
- e. Thomas addressed Ewing stating he has been here the longest and asked if he knew whether allowing fuel charges was ever approved by the Board. Ewing stated that he does not know. He commented that they have been allowing fuel charges for a long time, but there was never any paperwork on it until recently. He stated that he believes that it started with the lake dock owners being allowed to charge it to their dock. It was the 40 people around the lake that we knew and then it developed into being able to charge it to their campsites, then people who were here just for the weekend could charge fuel. He feels that it is something that needs to be streamlined and get away from some of that or put policy in effect that allows us to collect. Thomas asked if we have the ability to keep a card number on file now and Tippett responded yes he believes so, but we haven't gotten to that portion of the policy. That would have to be an addendum.
- f. Ewing asked if we are still actively seeking payment on them to which Tippett responded we are. Ewing asked out of the \$20,000 that was originally owed we down to \$8,000 now, is that right? Kiger responded yes.
- g. Pine asked if some of them are current dock lessees, to which Tippett responded yes. Pine then asked why can't we tell them that we are not going to process their lease until the balance is paid? Tippett commented that this is where the



Appendix A comes in. Thomas stated that there is no place in their dock leases about fuel. Ewing commented that it doesn't say that they can or that they can't. Thomas commented that she wants to know when this policy was put into practice. Wallace stated that he doesn't know but he is assuming that it was at the discretion of a Director. Thomas commented that it is use of public funds and she thinks that should be a Board decision. Pine suggested that they should put it on the agenda to discuss more in depth next month.

- h. Ewing inquired about the road maintenance and repair fund and as to whether there is actually \$24,750 in that account. Thomas commented that this is an actual bank account. Ewing then asked where on the financial statement is our taxable paving and lighting at? Turpin stated that the fund balance is \$31,381. Ewing commented that he thought we spent it. Thomas stated that we did, but we got more money in this year too. Turpin commented that we spent the budgetary amount. Kiger commented that they have not actually transferred anything out of the bank account just yet. They had planned to discuss that at the finance meeting. Ewing inquired as to whether or not we can add dollars to a levied account, to which the response was yes. Turpin asked Kiger if she is saying that they need to transfer what they just spent out of that fund and she responded yes.
- i. Turpin asked if we are on line with all of the budgetary line items. He stated that he is more concerned with maintenance labor costs. He asked Tippettt if he thinks he allocated enough hours to finish the docks, move the cabin, etc. Tippettt responded yes. Turpin asked if he was going to stay on top of the hours. Tippettt responded yes he will. Turpin stated he just didn't want to run out of hours with a project only half finished.

9. Payment of Bills

- a. Ewing motioned to pay the bills. Turpin second. Thomas aye, Pine aye, Wallace aye, Sweet aye, Turpin aye, Blankenship aye, Ewing aye. 0 nays. Motion carried.

10. Old Business

- a. Discussion Tax Levy
 - i. Blankenship stated there has been some questions about which levy should have been filed and the motion to reconsider was not done right. The second motion beyond that really shouldn't have happened. The vote that we took first is the motion that stands. Tippettt verified that this is what the attorney told him.
 - ii. Pine stated that he very much so disagrees with that one. He feels that they as a Board need to throw everything on the table and make sure that they are transparent with everything that has gone on. Pine explained that they originally filed a levy that represented a 5% reduction. Then they decided that there was a question of the legality of that. Blankenship commented that was due to the motion to reconsider



was done incorrectly. Ewing commented that the original motion was for the levy with no change. That motion did pass 4 to 3. He explained that he questioned whether or not it needed a two thirds vote and that's when it went into a discussion, a motion to reconsider, and a new motion and vote for the levy with the 5%. Pine stated that they voted again on the original motion in an attempt to reconsider. Turpin commented that it did not pass and then we voted for the reduction and it passed.

- iii. Pine stated that Robert's Rules of Order is a guide on how to conduct business. It's a guide as to how to conduct business not on what business you can conduct. Technically they did not do the reconsider right, but they did it. Nobody voiced a concern, there was no question to the call of order. We reconsidered and voted it down.
- iv. Blankenship stated that Wallace brought up the fact that you had to vote for the motion of the reconsideration. Wallace commented that he thinks he was concerned because there has to be a motion to reconsider and then there has to be a vote. Blankenship commented that Pine then said no, one person can do it.
- v. Sweet read from the December Board Meeting minutes.
 1. Blankenship asked, "So Roy, can you make a new motion?" Pine stated, "No, you vote on the same motion as before." Turpin stated, "You take a roll call vote, period." Blankenship asked, "And the motion was?" Ewing responded, "The motion was to leave the tax levy as it stands from last year."
- vi. Pine then commented that correctly we should have voted on the motion to reconsider and then reconsidered, revoted. Technically we did it wrong, but we did it. Then we went on to pass the third one. Technically you can say we were wrong to validate things.
- vii. Thomas stated that she would agree if this was the first time that we had a motion to reconsider, but we have done a motion to reconsider with this Board before and set precedent that this Board follows that procedure.
- viii. Pine stated that is true and he does not disagree with that. He continued by saying can you imagine what any organization would go through if we are subject to going back to every meeting and what we technically didn't get right. If there was a question as to how we were conducting that business, it should have been at that meeting. Not after the fact.
- ix. Blankenship commented that he believes that Thomas tried to look that up. Thomas responded that she did and that she said they can't consider it again and that is when Sweet brought up the motion to reconsider.
- x. Pine stated that was clearly their intent with this. What we ended up with was the 5% reduction. We voted the 100% and passed it. We



reconsidered it and voted it down, and the third vote was for the 5%. What are you going to do with that third vote? You can't just ignore it because we technically didn't do the reconsider right. We didn't.

- x. Blankenship asked Tippet if he got the recording to the attorney. Tippet responded no because the file wouldn't upload. He commented that he spoke with her late that afternoon and stands by her original opinion. Blankenship commented so she stands that the correct levy is filed, and Tippet responded yes that it correct.
- xii. Pine then asked if they are ignoring the other two motions and votes to which Blankenship responded no he is listening to the attorney. Pine stated that he is on the record as telling the Board that is not correct and whatever happens with that, he made the objection.
- xiii. Tippet explained that the reason the attorney has not listened to the recording is because the file was too big to send. Thomas explained that it would have to be cut down to just that part in order to be able to send it through an email, it may still be too big. Wallace suggested putting it on a thumb drive.
- xiv. Turpin stated, "Let me ask you a technical question here and I'm sure it has come up in the past. Whether it's the attorney or we ask a tax attorney who would be more proficient with the levy. Is there not a process, that if something is wrong with the levy, can you change the levy and do your corrections."
- xv. Blankenship commented that he and Tippet asked the County Clerk that question. She called somebody. She wouldn't answer them until she called somebody else.
- xvi. Turpin asked what the question was. Blankenship stated it was about amending the tax levy. She said yes.
- xvii. Turpin asked if there is a process that they need to do to make this correct with the levy that the Board chooses that they can legally do now that the filing date has passed.
- xviii. Tippet stated that he asked the attorney that question and her response was that she would have to research it. He will have to call her if the Board wants her to research it. Blankenship stated that they definitely need to do that.
- xix. Sweet clarified that in the attorney's opinion that in the end the correct levy was filed to which Tippet responded yes.
- xx. Tippet asked if they want him to have the attorney research how they can amend the levy. Blankenship stated yes and he would really like for her to listen to the recording. Thomas stated that then there is no question about the fact she is hearing what actually happened. Tippet said he would make it happen.



b. Discussion and Vote on Appendix A

- i. Tippett commented that Appendix A is all inclusive at this point. It includes cabins, camping, and docks.
- ii. Thomas commented that the only thing she would change on that would be to not put the dollar amount of the charges just the dollar amount of the reservations. To keep it consistent, if the charges change, you do not have to change Appendix A. She commented that every time they make changes to Appendix A, the important things drop out of it.
- iii. Ewing discussed the boat rentals and the statement that the passenger limits on each boat will be determined by park at time of rental. He thinks that each boat is designated a certain number of people. Tippett stated that it is but if you have 12 people and three of them are infants or babies, or under the weight. We can let grandma and grandpa come because we have light weights here.
- iv. Ewing then clarified that outside of that they changes everything to April 1st. Tippett responded yes and the two bold prints that state that you must pay your bill or you won't be extended.
- v. Thomas commented so we are going to require a credit card for cabin rentals to which Tippett responded that we always have.
- vi. Blankenship inquired as to whether or not we are going to allow those people that we are chasing for money to charge after they pay. Tippett stated that they have a flag by their name right now. We have in the past so yes. Blankenship comment that once you kick me. Turpin stated that they don't have anything to support him in doing that. Tippett followed by saying why would you want to pay that if you know that you're never going to be able to charge again. Blankenship commented because you can't come back either, once you don't pay. Tippett commented that if I am a land dock guy, if I pay my bill it should open my account up, but it can't go to the extreme that it is now.
- vii. Thomas commented that we should not be in the business of extending credit in the first place. That's the whole problem with it. Blankenship commented and then all of the money we spend chasing it. Sweet commented the time. Pine stated not only chasing it, but keeping track of it.
- viii. Thomas asked Kiger how much time she thinks she spends on collections in a week. Kiger stated it takes a bit of time by the time we call and send emails, it's a few hours a week.
- ix. Tippett commented that this is our first shot with a real Accounts Receivable. He commented that he would like to give a year and see how it looks. It should get better because now we have more control over it.



- x. Wallace commented that if you take a look at the moneys that are owed, the biggest part of it is campground electric and if we could get a handle on that.
- xi. Blankenship commented that if you are going to have Campground hosts maybe that could be part of their job. Tippet stated that it is in the works. Before it was catch them as you can, whoever was around would do it. Now we are going to assign someone.
- xii. Thomas commented that at the end of the season, of the \$20,000 that was outstanding, Kiger has been able to collect \$8,000, and \$3,700 has been wrote off, leaving an outstanding balance of \$8,300. So she has collected half of the good debt, spending a few hours every week. Blankenship stated that over a year that's \$2,000 we are spending on trying to collect debt.
- xiii. Pine stated that the time to keep track of the debt should be considered. Is there any appendix or agreement that authorizes to charge fuel? Tippet stated not that he is aware of.
- xiv. Ewing asked is there anything that authorizes us to charge fuel. He stated that this is just courtesy that we provide out there on the lake. He stated that right now he believes that we are reaching and maybe we just need to streamline it to only our dock owners and our seasonal campers. The weekenders and monthly's are just pay to play, but those guys already have a commitment to us. You have got electric charges galore on here that when the people break camp, we do not read their meter to know exactly how much electrical they are going to have. They don't know. It may be three months before they even come back with us to know that they have an outstanding balance with us. That's more our fault than theirs. He thinks that if we are disciplined enough, with Jeff the Gatehouse and our staff moving forward, we know where our problems lie. He feels that this problem will be a very small problem next year. Right now we just got in where it all hit us at once because maybe we weren't doing what we should have internally.
- xv. Thomas stated that she tends to agree, but if you look at some of them who owe for 2 or 3 or 4 months of camping or electric and they are allowed to stay after they still owe for the previous month, that's the part that bothers her about it.
- xvi. Ewing commented that maybe that is something that we have to battle internally. If we are going to charge electric rates, we have got to get the bill to them. Did we give the bill to them every month? Or is it something where we have laxed? He stated that there are ways to handle this, and he's almost confident that next year this will not be a problem. We are going to have a few that don't pay with docks, or a few



that charge fuel who think that when I re-up my dock next year I will just take care of it then. That's been the norm to square up with us at the end of the year or the beginning of the next year they pay for their dock and pay up everything and away they go. That's kind of been their grace period.

- xvii. Thomas commented that a lot of this, from the Gatehouse and staff in general, didn't have anything to deny services because they are behind.
- xviii. Ewing motioned to approve Appendix A with the removal of the dollar amounts for the rates. Thomas second. 7 ayes, 0 nays. Motion carried.
- c. Discussion and vote changes in erosion fees
 - i. Ewing commented that they discussed this briefly during docks and decided to kick it back to finance committee to look at the numbers a little better, but that didn't happen.
 - ii. Tippet commented that they have a new list, and thanks to Commissioner Thomas, she seemed to streamline it a little.
 - iii. Kiger stated that they categorized boats under 20 feet, boats over 20 feet, and wakeboard boats as one. They would be categorized as lake boats. Thomas also added another category called fishing, which would be fishing tournament boats. Thomas stated that she didn't add one, she just made a recommendation. Kiger continues by saying that with the daily launches, you would have to come five times in order to pay for an annual. It was also found that 20% of our income is from taxes, so the difference between the in district and out of district is 20%.
 - iv. Tippet stated so for a lake boat the launch fee would be \$75.00 and the erosion fee would be \$50.00. When you get to the tournament boats, just because of the number of tournaments we have, if they pay them before they come in, if they do all of the collecting and send it in, it would run for an in-district for one day is \$13.50 launch and a \$1.50 in erosion. Out of district runs \$16.20 for the launch and \$1.80 for erosion. We had 1500 tournament boats come through last year.
 - v. Kiger commented that we had 75 tournaments last year with an average of 20 boats per tournament.
 - vi. Ewing asked if that's enough reduction for the tournament boats.
 - vii. Kiger continued by explaining that on the back of the form, she took the actual current fees that we have and the proposed change effect, how we would be affected. The in board/out board under 20 feet, they are used to paying \$13.00, and that would be raised by \$12.00, but there are other areas where they would be saving. Obviously that doesn't include fishing boats because we don't actually know how many were under and over 20 feet, etc.



- viii. Turpin asked if this recovers the roughly \$41,000 we spend each year on erosion. Tippett responded \$41,760. Kiger commented that the sheet shows the breakdown. Those who showed up for the finance meeting had a form that showed currently what we would have brought in and it's pretty comparable.
- ix. Thomas commented that we brought in \$41,500 in erosion this year so far and \$110,299 in launch.
- x. Ewing asked if our lake docks pay erosion. Kiger responded yes. Ewing then commented that some of that number falls into that. Kiger stated it does not. Ewing confirmed that this is just boats only, to which Kiger responded yes.
- xi. Pine stated that he is going to complain about it. He recommended that they not vote on it tonight. Give him time to look at this, understand it, and consider it. He recommended that they bring it back next month for further discussion and a vote.
- xii. Pine motioned to table the changes in the erosion fees. Thomas second.
- xiii. Wallace commented that he is looking at the erosion caused by the wake board boats and the larger boats is much more than everybody else and he feels like they should be paying more because of the damage that they do. If you look at the out of district wake board boat it's \$206 and a pontoon is \$146, it's \$60 less. He feel that we have too big of boats on the lake as it is, he wishes that at some point he would like to talk about getting some of the big boats off of the lake. He doesn't know how the rest of the Board feels or if there's even enough interest to discuss this. He stated that looking back on the Master Plan, the north 2/3 of the lake was supposed to be a no wake zone, because of their concerns about erosion.
- xiv. Thomas commented that she feels it would hurt to discuss it.
- xv. Blankenship asked where he would like to discuss this matter, in a committee meeting or a board meeting. He suggested putting it before the discussion and vote changes in erosion fees at next month's meeting.
- xvi. Ewing commented that we only had 22 wake board boats for the year. Thomas commented that the issue had come up as to whether or not they were classified correctly. Ewing stated that he does not know, but in board/outboard over 20 feet there were 252, and under 20 feet there were 152.
- xvii. Wallace further commented that to him it is difficult to go to the state for help with erosion control when we as a board haven't even done anything to address the issues that are causing the erosion along the lake. He knows that there is a lot of sediment that is going into the lake, but there's a lot of erosion that continues to happen due to the larger



boats and their wakes. He wished that the Board in some fashion would look at that.

- xviii. Per the above motion: 7ayes, 0 nays. Motion carried.
- xix. Tippett clarified that they want a discussion on boat size and horsepower. Thomas stated that it should just be a discussion right now. Blankenship added that as far as erosion, we need to get it out there so we can get it going.
- xx. Wallace commented that he doesn't feel that horsepower is an issue. There are fishing boats with 300 horsepower motors on them, and how much of that boat is actually touching the water. Then you have a larger boat that is 28 feet and they don't have a 300 horsepower motor and they are pushing all kinds of water. Blankenship commented that there is a boat on the lake with 2 502 big block in it. It can get on plane, but at what speed? We have a 40mph speed limit on the lake. Can you get that boat to plane at 40 mph so that the only thing on the water is the propeller? He doesn't think so.
- xxi. Pine stated that it gets technical, he feel that they can all agree that the line falls just below a boat like that.
- xxii. Wallace commented that we are throwing all of this money at the shores of the lake and he feels like they should do more maybe.
- xxiii. Sweet commented that they will never be able to stop the erosion. You can slow it down but you are never going to stop it.
- xxiv. Thomas commented that it was designed to fill in.

11. New Business

- a. Discussion and Vote additional rental docks
 - i. Tippett commented that in the appropriation for next year you will see that there are some things that we want to do. We want to put 6 additional rental dock slips from the south end of the rental docks. We would like to have them made and installed. It would leave us 14 open spots for something that we feel we could fill very easily. It would be for oversized annual boats. We always have a waiting list for docks, we have improved our docks so much. It would take us just little over 4 years to pay for this investment.
 - ii. Turpin asked what this would cost. Wallace stated \$27,000, is that right?
 - iii. Tippett stated that he get a preliminary quote between \$25,000-27,000. The reason he brings it to this board is he would like to go out to bid for this appropriation for next year. We could do this by spring or as spring approaches. It could be done that fast it's just a matter of ordering it. He is asking the Board if he can do this?



- iv. Tippett commented that there is no maintenance to the new aluminum docks other than power washing them once in a while to get the dirt off of them.
- v. Blankenship inquired as to whether or not this is the time to talk about this or do we put this in the budget for next year?
- vi. Turpin commented that he thinks what Tippett is saying is that he wants to go ahead and get the quotes and once we do the appropriation, if the Board decides they want to do that, he's already got the data and can release the funds if it's approved. Tippett confirmed.
- vii. Blankenship stated that the way he reads it, if they vote on it, it is a done deal.
- viii. Turpin stated just do it correctly in the motion.
- ix. Thomas commented that she doesn't think that they can approve to spend funds until it has been appropriated.
- x. Turpin said he doesn't think that the motion is to approve to spend funds, he thinks the motion are we going to allow the director to put it out for bid. Thomas commented that they are not obligated to accept those bids or to spend the money right away, it's to get a better idea of where they are going to be at. Blankenship commented that they don't need their permission to do that.
- xi. Pine commented that you put out for bids and then you say "Sorry Charlie" we aren't awarding this. He doesn't feel they should be yanking people. Tippett added that they can't quote this because he knows it is going to be over \$20,000.
- xii. Thomas commented that he is wanting an idea as to whether the Board will say okay. He wants to straw pole. Then we can vote, if everybody has the consensus that they would like to go ahead and find out the final numbers.
- xiii. Blankenship inquired as to whether this Board will be voting for the budget.
- xiv. Turpin stated that this Board will have to vote on the budget.
- xv. Thomas said no, it has to be done by June 30th. Tippett commented that if they were going to vote on it, it would have to be done by the March meeting. Turpin confirmed that they really should have it done by the March meeting so it is ready by April 1st.
- xvi. Blankenship stated that he doesn't think you can spend next year's money in this year's budget. He further commented that he doesn't even know if there's going to be any money next year until the budget is done.
- xvii. Turpin commented that unless the wheels fall off and they totally lose control of the director and he spends a bunch of money that is not approved, we've got money.



- xviii. Blankenship said that his vote would be yes.
 - xix. Pine thinks that as a director, he can do anything he wants to do.
 - xx. Blankenship commented that he can't spend the money but the director can get quotes. He doesn't have to have the Board's approval to get quotes.
 - xxi. Thomas agreed.
 - xxii. Blankenship commented that the director can have all these crazy ideas and say this is what it is going to cost. Thomas commented that then that's when they say yes or no.
- b. Discussion and Vote proposed Appropriation
- i. Wallace inquired to the pontoon boats in the appropriation. He asked if those are in addition to the ones that we have or are they going to replace. Tippettt explained that for this year they would be in addition. Wallace then addressed rental golf carts. He personally feels that is not something he is willing to do. Blankenship commented that we would be working on them all of the time.
 - ii. Wallace then commented that the two ADA campsites is something we have got to get done with the addition of the other campsites. Tippettt commented that they are going to have to increase that to around \$30,000.
 - iii. Wallace then inquired as to \$30,000 for the purchase of cabins. He asked if they are the ones that they had discussed before. Tippettt responded that they are and that the Board had instructed him to bring them back. Wallace commented that from what he has heard since then he would recommend that they stay away from them. Blankenship commented that he had been in them and it looked like they have had some moisture in them.
 - iv. Ewing recommended that they still leave the \$30,000 in there for the cabins.
 - v. Wallace commented that the pit repair is something that has to be done. He further inquired as to Maintenance on the boat and he is assuming that this is for the rock boat. Tippettt responded that yes it is. Wallace addressed establishing the cabins and inquired as to whether that was for the septic and electrical to which Tippettt responded yes.
 - vi. Pine suggested that they not vote on this tonight.
 - vii. Tippettt stated that they could not vote on it until the erosion fees are dealt with as it will directly affect the budget as will the dam. He explained that Banning Engineering sent him out a proposal for next year's dam inspection. Blankenship asked how much they were proposing it would cost, to which Tippettt responded \$4,000.



- viii. Blankenship asked if they were the only ones who could do it. Wallace commented that they are who the city used for the dam at the golf course. Turpin commented that the park has always used them and they know the history of the dam.
- ix. Tippett commented that we could spend the money advertising and all and we would still end up with Banning. Wallace commented that they know the history and they have been involved with everything we have had to do with it over the past few years.
- x. Thomas inquired as to the \$20,000 for maintenance of equipment when we have only spent \$8,300 this year. Tippett responded that we have robbed Peter to pay Paul and now we have to restock everything.
- xi. Wallace requested that when Kiger sends out financials such as this that she send it to him in an Excel format rather than a pdf, to which Kiger responded yes.
- xii. Tippett would like to sign the proposal for Banning, to which Blankenship responded that it is within his scope but he had better be sure to budget for it next year.
- xiii. Tippett requested that they have a finance meeting prior to the regular finance meeting just to go over appropriations so they can tell him whether or not they would vote on it in February so he could let it lay and it will have it ready by March.
- xiv. Blankenship stated to set a finance meeting.
- xv. Pine commented that here is another thing that they never followed up on. If you are saying that he can spent \$4000, he can't do that without appropriation by the Board. So really there is no limit other than the appropriations.
- xvi. Thomas stated that he spends it when he signs the contract, he is obligated us to it. So it's this year.
- xvii. Turpin commented that since this is next year's expenditure, can he do it. The money has not been appropriated for it.
- xviii. Blankenship stated that if that's when you spend the money is when you sign it, then you can't do that. You can tell him to put you on the calendar. Turpin told Tippett to tell Banning that he cannot sign it until April 1st.
- xix. Tippett commented that he would be very surprised if Banning would accept that.
- xx. Thomas suggested that we ask the attorney about it.
- xxi. Tippett stated that he doesn't see why he can't sign it, he's just saying that yes we need it done in April. Turpin commented that if you sign it, it is committed money. Tippett responded that we don't have a choice but to do it.



- xxii. Sweet stated that we need to get the dam inspection done. Could you imagine the liability that it would create if we said no?
 - xxiii. Blankenship stated that they all agree, they are just trying to figure out how to get the money appropriated right.
 - xxiv. Turpin inquired as to if there is a process where we could move money for it so he can sign the thing this year and be done with it.
 - xxv. Pine stated that he doesn't think that he has a limit of \$4000 is his point, not that he can or can't. This would be a contingency item, that's something that we need done.
 - xxvi. Turpin commented that they put it as a contingency item, let him sign it, and move on down the road.
 - xxvii. Thomas further commented that they just reappropriate it next year because the service wasn't provided.
- c. Discussion and Vote Personnel Manual
- i. Tippet would like to call attention to three items that will need changed if it is approved. One is the payroll period, it says bimonthly, it is actually bi-weekly and we will make that change.
 - ii. Tippet stated that the other one is a side note that got left in he is sure was by accident. They decided to allow that to carry over in season taken vacation time and it says need that language in vacation. It just means notice to employer from Lorna, we will just take that out.
 - iii. Tippet then discussed bereavement typos that need to be fixed.
 - iv. Pine stated that this should be a living document that can be changed as we see it needs to be, when it needs to be.
 - v. Amendments need to be noted, dated, when they were approved. I would just track it from now.
 - vi. Wallace motioned to approve the personnel manual as it has been presented to us with the changes so made by Administrator Tippet. Thomas second. 7 ayes, 0 nays. Motion carried.

12. Committee Reports

- a. Campers 1/10/19
 - i. Ewing reported that campers met and discussed camping activities for the upcoming year, the shed for the concession stand which is here, the movement and location of the Hickory cabin, and the upgrade of water and electric in C-Section. They also discussed the traffic flow in A Section. Tippet commented that both roads in A Section will be travelling the same direction. Thomas asked if this eliminates the concern in turning. Tippet responded yes that he went down there and looked at it and he is going to hook up a trailer and make the turn.
- b. Community Parks
 - i. None



- c. Dock 1/10/19
 - i. Ewing reported that docks met and discussed the improvement on the rental docks and getting the aluminum down on them. They also discussed the extra added docks that were proposed tonight. They discussed the C Docks about maybe taking some of our old dock material that we have that is still in decent shape and try to fix up our C Dock. They also discussed buoys and signage. They are going to change the wake zone to an idle only zone, and they are going to leave the wake zones by the launch and the spillway, because there is no swimming in the no wake zone. Everything else will be changed to an idle only zone. We mentioned party cove to be when boats are present.
- d. Finance 1/14/19
 - i. Turpin reported that they didn't have a Finance meeting because they didn't have a quorum.
- e. Fishing
 - i. None
- f. Master Plan
 - i. None
- g. Policy 1/8/19
 - i. Thomas reported that they discussed the personnel manual that they just voted on.
- h. Trails
 - i. None

13. Executive Session 5ILCS 120/2 C-1, C-3, C-11, C-21

- a. None
- b. Blankenship stated to put Executive Session in for next month to discuss the Executive Director.

14. Adjourn

- a. Wallace motioned to adjourn the meeting. Ewing second. 7 ayes, 0 nays. Motion carried.
- b. Meeting was adjourned at 7:20 p.m.