

**MINUTES OF MEETING
SPRING LAKE IMPROVEMENT DISTRICT**

The Landowners meeting of the Board of Supervisors of the Spring Lake Improvement District was held Wednesday November 13, 2019 at 10:00 a.m. at the District Office, 115 Spring Lake Boulevard, Sebring, Florida. The regular meeting immediately followed.

Present were:

Tim McKenna
Kay Gorham
Brian Acker
Bill Lawens

Vice Chairman
Secretary
Asst. Secretary
Asst. Secretary

Also, present were:

William Nielander
Joe DeCerbo
Clay Shrum
Diane Angell

District Attorney
District Manager
Director of Operations
District Administrator

Residents & Guests

“See Sign in Sheet”

FIRST ORDER OF BUSINESS

Call to Order and Pledge

Vice Chairman McKenna called the meeting to order and led the Pledge. He welcomed Fred Crawford from the Florida Association of Special Districts. Fred was in town meeting with Joe about the Certified District Worker program that Joe developed. FASD is looking into making this a statewide program.

SECOND ORDER OF BUSINESS

Motion to adjourn regular meeting

| |
|---|
| ON MOTION by Brian Acker, seconded by Kay Gorham with all in favor to adjourn the regular meeting and conduct the Landowner’s meeting |
|---|

THIRD ORDER OF BUSINESS

Landowners Meeting

A. Call to order

Vice Chairman McKenna called the meeting to order and appointed Joe DeCerbo to conduct the Landowner’s meeting.

B. Determine number of voting units represented

Joe polled the room and determined that there were 20 voting units present. He asked who was interested in seeking a seat on the Board.

C. Interested Candidates, and number of proxies

Bill Lawens said he was interested in seeking re-election and presented 527 proxies.

D. Cast ballots, determine winner, certify acceptable proxies

Bill Lawens retained his seat.

E. Landowner questions

Joe asked if there were any questions. Resident Mary Bourquin from 5816 Cardinal Court asked about the piece of land the District was looking at declaring as surplus. She wanted confirmation that the strip of land is going to be removed from the entire parcel and that it was not the entire parcel that was going to be surplus. Joe DeCerbo stated that the developer met with him on Friday and they are going to be getting a survey. Only the strip is being sold.

F. Motion to adjourn landowners meeting and reconvene regular meeting

ON MOTION by Kay Gorham, seconded by Brian Acker with all in favor the Landowner's meeting was adjourned.

FOURTH ORDER OF BUSINESS

Oath of office for elected Landowner position

Bill Nielander recited the Oath of office to Bill Lawens and he was sworn in as Board Supervisor.

FIFTH ORDER OF BUSINESS

Motion to accept Resolution 2020-05

Diane Angell said she had certified the proxies.

ON MOTION by Brian Acker, seconded by Kay Gorham with all in favor to accept Resolution 2020-05 canvassing and certifying the election results was approved.

SIXTH ORDER OF BUSINESS

Appoint of Landowner to fill unexpired term

Joe DeCerbo said that we had advertised the vacancy on the website and water bills and also appeared in the News Sun. Resumes were received from Melony Culpepper and Joe Troia. Melony and Joe introduced themselves to the Board and made a brief speech as to why they were seeking the Board Seat.

The Board cast ballots for the open position and Melony Culpepper was elected to fill the unexpired term of Gary Behrendt thru November 2020.

ON MOTION by Bill Lawens, seconded by Brian Acker with all in favor to accept Melony Culpepper to fill the unexpired term of Gary Behrendt.

SEVENTH ORDER OF BUSINESS

Oath of Office for appointed Landowner

Bill Nielander recited the Oath of Office to Melony Culpepper and she was sworn in as Board Supervisor.

EIGHTH ORDER OF BUSINESS

Nomination and Election of Officers

A. Chairman

ON MOTION by Brian Acker, seconded by Kay Gorham with all in favor to name Tim McKenna as Board Chairman

B. Vice Chairman

ON MOTION by Kay Gorham, seconded by Brian Acker with all in favor to name Bill Lawens as Vice Chairman

C. Secretary

ON MOTION by Bill Lawens, seconded by Melony Culpepper with all in favor to name Kay Gorham as Secretary

NINETH ORDER OF BUSINESS

Upcoming Meetings, Events, Correspondence

- A. November 21st, RPAC @2:00 p.m.
- B. November 28th -29th, Thanksgiving, Office Closed
- C. December 11th, Holiday Gathering @ 6:00 p.m. (RSVP by 12/2)
- D. December 12th, FDEP site visit, WWTP
- E. December 14th, Festival of Lights @5:00 p.m. Pine Breeze Park

TENTH ORDER OF BUSINESS

Approval of October 9, 2019 Minutes

The Board received copies of the October 9, 2019 Minutes for review. There being no further questions.

ON MOTION by Bill Lawens, seconded by Kay Gorham with all in favor the Minutes from October 9, 2019 meeting were approved.

ELEVENTH ORDER OF BUSINESS

Approval of October 2019 Financials

The Board received copies of the October 2019 Financials for review. There being no further questions.

ON MOTION by Brian Acker, seconded by Kay Gorham with all in favor the October 2019 financials were approved.

TWELFTH ORDER OF BUSINESS

Treasurer Report

- A. Update

Diane Angell reported that she was continuing preparations for they FY 2019 audit. Cindy got a new computer and we had some minor software glitches that have been corrected.

Joe DeCerbo said that we are still seeking solutions for the ADA issue.

B. Motion to appoint Check Signers

The District is in the process of transferring the Districts accounts from CenterState Bank to First Southern Bank. Check Signers for the new accounts will be as follows:

- Tim McKenna – Chairman
- Bill Lawens – Vice Chairman
- Kay Gorham – Secretary
- Melony Culpepper – Asst. Secretary
- Diane Angell – Treasurer
- Joe DeCerbo – District Manager

ON MOTION by Bill Lawens, seconded by Brian Acker
With all in favor to appoint the above-mentioned check
signers for Spring Lake Improvement District accounts
at First Southern Bank.

THIRTEENTH ORDER OF BUSINESS

Attorney

A. Surplus Land

Bill Nielander said that the group interested in the sliver of land near Arbuckle Creek Park will have a survey done. This will be brought to the Board to declare it as surplus.

B. Land Purchase

We have sent a letter of intent to purchase. Joe DeCerbo spoke to the daughter who said it is being passed by the probate attorney.

FOURTEENTH ORDER OF BUSINESS

Manager Updates

A. Joe thanked Clay for his diligence in overseeing the WWTP construction.

B. Rt. 98 sewer lines will be extending east to Village X, as well as to the west when appropriate documents can be prepared and signed by the owners.

C. The status of projects using state and local funding were passed out to the Board in a handout.

Joe presented a letter to the Board to Highlands County regarding the Districts desire to continue its participation in the LMS/WG for the upcoming year.

ON MOTION by Brian Acker, seconded by Bill Lawens with all in favor to have Clay Shrum continue to be the Districts voting member and Joe DeCerbo be the alternate voting member in the LMS working group.

FIFTEENTH ORDER OF BUSINESS Supervisor Requests

Tim McKenna said this was the last meeting before the Holiday and asked if we should consider doing something for the staff like we did last year.

ON MOTION by Brian Acker, seconded by Bill Lawens with all in favor to give the staff a \$300.00 Holiday Bonus was approved.

Brian Acker asked about ACH returns and how we re-coop the ones that get returned. Diane responded that Cindy stays on top of this by contacting the customer to get new bank account information. If they are habitual, we remove them from the program and require a deposit.

Joe DeCerbo updated the Board on the vacancies. We received around 40 resumes and applications. Joe screened the applicants and conducted a dozen interviews. He passed seven of these applicants over to Randy who will be conducting second interviews at the maintenance shop.

Melony Culpepper said she had a prior commitment and would be unable to attend the December Board Meeting.

SIXTEENTH ORDER OF BUSINESS Public Comments

Karen Palino of 300 Glen Mar Circle asked Joe how the Board was determined by Landowner versus popular elected positions, and Joe reviewed the history for her and other members of the public in attendance.

Resident Ron Wesolowski asked the Board if they were able to help with the wild boar problem in Village I. The Board responded that we don't have any land available in Village I other than the Park and Village I is not in the District's boundaries. It was suggested that the property owners should contact trappers and work with the Spring Lake Property Association.

Mr. Wesolowski also asked if there was anything that could be done about the house on Blossom that burned down several years ago. Melony Culpepper said that County Code Enforcement only have four officers for all of Highlands County so they work best from resident complaints. Diane Angell said that she would contact code enforcement for Mr. Wesolowski.

SEVENTEENTH ORDER OF BUSINESS Next Meeting

The next meeting will be held Wednesday, December 11, 2019 @ 10:00 a.m.

EIGHTEENTH ORDER OF BUSINESS Motion to Adjourn

ON MOTION by Bill Lawens, seconded by Brian Acker
with all in favor the meeting was adjourned at 10:56 a.m.

Kay Gorham, Secretary

Tim McKenna, Chairman