

# MINUTES OF

## Waldron Conservancy District

### Board of Directors

January 2, 2019

5:00 PM

The meeting of the Waldron Conservancy District Board of Directors was called to order by President Bruce Kuhn at 5:15PM. All directors were present. Also present was Superintendent Ron Fuchs and office manager, Kim McCrary.

After reading the minutes for the regular meeting on December 5, 2018 David McCrary made the motion to accept and approve the minutes. Kevin Pruitt seconded the motion. The motion was voted upon and was unanimously carried by all.

### **Old Business**

There has been no word from Bob Curry on the generator study.

Our attorney, William Powers, contacted Superintendent Ron Fuchs, requesting that Ron check with the courthouse on ownership of the property where the railroad crosses. Ron did ask the clerk to check. She looked for two weeks and cannot find a record of ownership. The railroad does pay state tax, but no county tax. Mr. Powers plans to come to the courthouse himself to pursue the matter.

The board discussed again that Omni-Site is currently operating on 3G and needs to be converted to 4G by December 31, 2019. The plans are to do the conversion this summer.

### **New Business**

Vice President David McCrary made a motion to leave the 2019 meeting days and times the same. They will still be the first Wednesday of every month at 5PM. Kevin Pruitt seconded the motion. A vote was taken and the motion carried unanimously.

Justin Beyer made a motion to leave the office hours the same. They will remain Monday – Thursday from 9:30AM – 1:30PM. Joe Runnebohm seconded the motion. A vote was taken and the motion carried unanimously.

Joe Runnebohm made a motion to retain William Powers as our attorney again. Kevin Pruitt seconded the motion. A vote was taken and the motion carried unanimously.

Joe Runnebohm made a motion to leave the depositories the same. David McCrary seconded the motion. A vote was taken and the motion carried

unanimously. First Financial will continue to be the bank with our checking accounts. The bank with the highest CD rate will be the bank used for CDs.

Justin Beyer made a motion to continue using Gail Snyder as our budget consultant. Kevin Pruitt seconded the motion. A vote was taken and the motion carried unanimously.

Office manager Kim McCrary will have the conflict of interest forms ready for the board at the February meeting.

The SBOA 3 year audit has been completed. President Bruce Kuhn attended the exit conference, along with Ron Fuchs and Kim McCrary. The gentleman conducting the meeting commented that we are very similar to most organizations around us. Most comments on the audit are due to not having written policies in place on several items. Such as threshold of materiality, bad debt, credit card, travel, capital assets, and overtime and leave for employees. Ron had written responses ready for the board to review addressing all of the comments. Kevin Pruitt made a motion to accept all of Ron's responses. David McCrary seconded the motion. A vote was taken and the motion carried unanimously. The board also agreed to get the policies written, put in a binder, and to revisit these policies every January.

The board put into effect a materiality threshold policy. \$5,000 will be the threshold. Any purchase over \$5,000 will be recorded into the capital assets log. Justin Beyer made a motion to approve this new policy. David McCrary seconded the motion. A vote was taken and the motion carried unanimously. This new policy will be placed in the binder with the other policies and employee handbook.

Kevin Pruitt advised the board that the website renewal is almost due. Since the website has been a success and is being used, he will renew for 3 years instead of just one.

### **Superintendent's Report**

There is a copy of the superintendent's report with the minutes.

### **Financial & Office Report**

The office and financial reports, and past due accounts were presented and reviewed by the board. A motion to accept the reports as presented was made by David McCrary. Joe Runnebohm seconded the motion. The motion was unanimously carried after a vote was taken.

### **Public Comments**

### **Board Members Comments**

## **Adjournment**

There being no other business to discuss, a motion was made to adjourn by David McCrary and seconded by Joe Runnebohm. The Board voted unanimously to carry the motion. Meeting adjourned at 6:50PM.

## **Attest**

1. \_\_\_\_\_  
Bruce Kuhn, President
2. \_\_\_\_\_  
David McCrary, Vice president
3. \_\_\_\_\_  
Justin Beyer, Financial Clerk
4. \_\_\_\_\_  
Kevin Pruitt, Director
5. \_\_\_\_\_  
Joe Runnebohm, Director