

*Draft Minutes of October 9, 2008 Meeting*

CUBA LAKE DISTRICT Board of Commissioners  
Minutes of the Regular Meeting Held October 9, 2008  
At the District's Office, 31 Water Street, Suite 8

Chairman Sweet called the regular meeting to order at 6:59pm.

**Present:** Lynn Sweet  
Dave Shemeld  
Jerry Collins  
Jay Morris  
Joseph Higgins

**Also Present:** Secretary, Isabel Warren  
Treasurer, Andrew Lindquist  
Lake Manager-Scott Barrey

**Recognition of Guests:** Lt. Chris Finnemore presented the following report:

# Memo

**To: Cuba Lake District**  
**From: Allegany County Sheriffs Office**  
**Date: 10/09/2008**  
**Re: Cuba Lake Patrol**

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The following is a brief synopsis of the Cuba Lake Patrol for the summer of 2008.

Total hours of Marine Law Enforcement:	202
Total vessel inspections on the Water:	11
Total warnings issued:	7
Stranded boats assisted:	3
Regatta/Marine events patrolled:	5
Boaters Safety Courses:	1 (15 Certificates issued)

The patrol activity was down considerably from prior years possibly due to the cost of fuel or the poor weather conditions that were experienced. The average vessel traffic remained approximately 10 to 15 per day even on days where we had good weather.

Most warnings issued were for minor navigation violations such as standing while the vessel was underway, speed over 5mph within 100 feet of shore and improper lighting after sunset. All persons that were warned complied with the Patrol Officers request without incident.

Interaction encountered by the Patrol Officers with the public was positive in nature and informative to both parties. Overall it was a good summer except for the poor weather and the lack of lake traffic.

The Allegany County Sheriffs Office looks forward to working hand in hand with the Cuba Lake District and the Landowners of Cuba Lake in the years to come.

Kurt Benham presented his application for construction of new home at lot 325. Commissioners will discuss and make a determination.

**Approval of Minutes:** Motion made and seconded to accept minutes from September 11, 2008. 5 yes 0 no, MOTION CARRIED.

**Treasurer's Report:**

Following review of reports for the **District Budget** circulated by the Treasurer, a motion was made and seconded to accept the Treasurer's reports for filing. 5 yes, 0 no, MOTION CARRIED.

Following presentation of the **List of Claims of the General Account**, \$5472.73. Motion was made and seconded to pay the accounts as listed. 5 yes, 0 no, MOTION CARRIED.

**Management Budget:**

Following review of the **Budget and the Cash Balance Reports** for September 2008 circulated by the Lake Manager, motion made and seconded to accept. 5 yes, 0 no. MOTION CARRIED.

Following presentation of the **List of Claims of the Management Account** in the amount of \$9283.36. Motion was made and seconded to pay the accounts as listed. 5 yes, 0 no, MOTION CARRIED.

Scott has found out the delinquent lease fees have not been sent to the county for collection. Scott will call Allegany County to confirm the process is in effect to accept them.

**Correspondence:** see attached Index of Correspondence.

**Old Business:**

1. Review audit report. Copies of the audit were distributed. Commissioners will review and discuss.
2. Discuss audit deficiencies noted for YE 2007 audit.  
Auditors state, if monies are not expended or encumbered, the district may ask for a carry over for planned projects.
3. Discuss projects for winter season and earmark expense and how the expense versus budget will look relative to accounts receivable and accounts payable and resulting outlook for carry over funds at the end of March and anticipated encumbrance to be claimed in 2009. What bids are needed and when will they be let for quote?  
Scott has a list of planned projects.
4. We need a closing report from the sheriff's department for this past summer season.  
See above.
5. Vote on proceeding with the inundation report after reviewing bid documents and determining who should do the analysis and when it will be completed.  
Hold for more information.  
Scott did not receive documentation from Hunt, but verbally stated a cost of \$70,000; \$25,000 just for the topical report.  
Do we have specifications written for bids?  
Is it the district's responsibility or the states?  
Scot will specify in writing to the companies.

**Action List Review:**

#5-Get a bid for next year for an engineering inspection of dam, piping and valves.

#9-There are 3 delinquent lease fees.

#10-We are waiting on updated contracts by next meeting from FEMA about payment.

#21-Welcome letters to new leaseholders are up to date.

### **Lake Manager's Report:**

- SEMO Funds – waiting on amended contracts
- Continuing work on the dam to remove trees and vegetation
- Pulled the harvester for winter storage
- I met with Hung Engineering to provide a third quote for inundation mapping. I have not received their quote yet but I believe it will be higher than the others based on my conversation with the engineer.
  - Clark Patterson \$ 11,000.00
  - Woitdt Engineering \$ 15,820.00
- I am working on the template for the EAP, requires inundation mapping.
- I have spoken with the Navigational Aids department of Parks & Recreation. They will be removing the buoys for storage sometime in the next two weeks. I plan on meeting with them to discuss the possibility of them providing other markers.
- CSLAP is completed for the season.
- Took fecal and ecoli samples in three locations. Samples were OK.
- FOIL Requests
  - None
- Permits Written
  - #14 – Freeman - Remove tree
  - #247 – Lindquist – Construct storage shed
- Permit Requests
  - #325 - Benham - New Construction
  - #317 – Perkins – Variance for distance from lot line
  - #250 – Hays – Rebuild Dock

### **Committee Reports:**

Appointments to committees:

Building and Lots/Lake Maintenance: Jerry Collins, Jay Morris, and Joe Higgins

Budget and Finance: Jerry Collins, Dave Shemeld and Andy Lindquist.

Water Quality: Dave Shemeld, Joe Higgins, and Scot Barrey.

State Relations Jay Morris and Lynn Sweet

Public Relations and Dispatch: Dave Shemeld.

1. **Building and Lot Improvements/Lake Maintenance**-Jerry Collins, Jay Morris, and Joe Higgins.
  - Motion was made and seconded to approve the building permit for lot #325. 5 yes, 0 no, MOTION CARRIED.
  - #317, Ray Perkins has asked for a permit to build a covered lean-to. This construction will involve a variance. Scott will take the necessary actions to proceed with a variance process.
2. **Budget and Finance**-Jerry Collins, Dave Shemeld and Andrew Lindquist, ex officio.
  - Audit discussed above.
3. **Water Quality**-Dave Shemeld, Joseph Higgins, Scott Barrey
4. **State Relations**-Jay Morris, Lynn Sweet.
  - Lynn Sweet has requested the leases be for five years. He has not received any response.
5. **Public Relations and Dispatch**.

**NEW BUSINESS:**

1. Appointment committee members. See above
2. Determine what we will do relative to the insurance issue on the dam.  
The dam is not to be insured under the district's liability insurance. The dam is the state's property. Lynn Sweet has asked for bids for a new insurer. The reason for the insurance being cancelled was the timeliness of a response to the insurer's inquiries. Probably the insurance will retract the nonrenewal.
3. Appointment a new committee for Dam Reliability and Safety.  
Covered under Lake Maintenance.
4. Determine which commissioners will attend the FOLA conference on October 18, 2008.  
Joe Higgins and Scott Barrey will attend.

**FOR THE GOOD OF THE LAKE:**

Send pictures and captions to the Cuba Patriot for next year's lakebook.

**Motion was made and seconded to go into executive session at 8:53pm. 5 yes 0 no. MOTION CARRIED**

**Motion was made and seconded to return to regular session at 9:32pm. 5 yes, 0 no. MOTION CARRIED.**

**Motion was made and seconded to offer a contract to Andrew Lindquist to be Lake Management Treasurer. 5 yes, 0 no. MOTION CARRIED.**

**ADJOURNMENT:**

Motions was made and seconded to adjourn the meeting. 5 yes and 0 no. MOTION CARRIED.

Meeting adjourned at 9:34 pm

Respectfully submitted,

Isabel Warren

Next Meeting November 8, 2008 at 7PM