

IN THE COMMON PLEAS COURT OF OTTAWA COUNTY, OHIO

In the Matter of:

Case No.: 12084

Judge Bruce Winters

SAND BEACH CONSERVANCY
DISTRICT,

**ANNUAL REPORT OF
DIRECTORS FOR THE
YEAR 2013**

WILLIAM T. MALONEY
SC #0014662
20 N. St. Clair Street
Toledo, Ohio 33603
Phone: 419-241-5175
Attorney for Sand Beach
Conservancy District

The Sand Beach Conservancy District is a political subdivision of the State of Ohio organized and existing pursuant to Ohio Revised Code Chapter 6101. The Conservancy District was established under a decree of this Court issued pursuant to Ohio Revised Code Section 6101.08. The statutory purposes and functions of the Conservancy District include preventing floods, reclaiming or filling wet and overflowed lands, and arresting erosion along the portion of the Ohio shore line of Lake Erie located within the District. R.C. 6101.04.

There were five (5) meetings of the Sand Beach Conservancy District held in 2013. Copies of the Minutes of the meetings are attached hereto as Exhibit A, and incorporated by reference. All meetings were open, public meetings, conducted in accordance with applicable law, and held in the Carroll Township Hall, Ottawa County, Ohio.

Pursuant to Revised Code Section 6101.44, all receipts of the Sand Beach Conservancy District are administered through a fund, the Maintenance Fund, which is the Conservancy District's only fund. Receipts, appropriations, and expenditures of the Conservancy District during 2013 are shown in the following tables, each of which is attached hereto:

- Table 1: Summary of Receipts and Disbursements
- Table 2: Cash Journal (Showing Detail Listing of Receipts and Disbursements)
- Table 3: Expenditure Detail by Account

<u>Table</u>	<u>Account</u>	<u>Title</u>
3-A	1-A-1	Utilities
3-B	1-A-2	Payroll
3-C	1-A-3	Engineer
3-D	1-A-4	Maintenance
3-E	1-A-5	Insurance
3-F	1-A-6	Other Expenses
3-G	1-A-7	Legal
3-H	1-A-8	Contracts & Materials
3-I	1-A-9	Supplies
3-J	1-A-11	Unappropriated Funds

All funds of the District were held on deposit with the National Bank of Oak Harbor, in Account Number 100149960. The year end balance of the account was \$18,345.80.

Respectfully submitted,

BOARD OF DIRECTORS
SAND BEACH CONSERVANCY
DISTRICT

Tim Clapp, President

Kym Adams, Secretary

William T. Maloney
Attorney for the Sand Beach
Conservancy District

SAND BEACH CONSERVANCY DISTRICT**JANUARY 23, 2013**

Meeting was called to order by President Tim Clapp at 710pm.

Board Members present: Tim Clapp- President, Laura Schank – Vice President, Kym Adams – Sec/Treas

Attendee: Bill Hatker

Final Expenditures/Appropriations for 2012

Summary of 2012	Amounts
Balance at 12-31-2011	79,096.38
Deposits	58,075.63
Less: Checks/Payments	(32,255.40)
Year End Balance at 12-31-2012	104,916.61

	Appropriation	Actual Rec	Remaining
Interest	190.00	\$ 171.70	18.30
Assessments	25,000.00	\$24,153.93	846.07
Assessments Loaned 8/16/2012	33,750.00	\$33,750.00	0.00
	Totals:	\$58,075.63	864.37
	Per Cash Journal	\$58,075.63	
	Difference:	\$ -	

Appropriation 2012	Appropriated	Actual Pay 2012	Remaining 2012
Utilities	\$ 2,000.00	\$ 861.38	\$ 1,138.62
Payroll	\$ 3,000.00	\$ 2,740.28	\$ 259.72

Engineer	\$ 12,700.00	\$12,628.74	\$ 71.26
Maintenance	\$ 6,000.00	\$ 4,352.48	\$ 1,647.52
Insurance	\$ 3,500.00	\$ 3,266.00	\$ 234.00
Other	\$ 1,046.00	\$ 674.51	\$ 371.49
Legal	\$ 5,000.00	\$ 3,674.61	\$ 1,325.39
Contracts	\$ 96,050.00	\$ 1,603.64	\$ 94,446.36
Supplies	\$ 2,500.00	\$ 2,453.76	\$ 46.24
Unappropriated	\$ 6,165.01	\$ -	\$ 6,165.01
Totals:	\$137,961.01	\$32,255.40	\$105,705.61
Per Cash Journal		\$32,255.40	
Difference:		\$ (0.00)	

Approval of December 2013 minutes:

Modify name and term date for Laura Schank on Page 3.

Motion to approve minutes of December 2012 with modifications: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

Treasury Report:

November			Debits	Credits	Balance	
	US Treasury		84.3		106844	
Int- NBOH		0.002			18.38	106862.4
November Balance						
Year To Date Balance						106862.4
December						0
	BEC		1604		105258.4	
	Void		0		105258.4	
	LAKECRAFT		133.44		105124.9	
	TOLEDO EDISON		220.53		104904.4	
	OHIO DEPT OF TAXATION		5.9		104898.5	
Int- NBOH		0.2			18.11	104916.6
December Balance						
Year To Date Balance						104916.6

Motion to approve Treasury Report for November & December 2012: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

Motion to close all accounts for the fiscal year 2012 and re-appropriate all funds into unappropriated: Laura Schank, 2nd Tim Clapp. All in Favor. Motion passed.

Motion to appropriate funds into the appropriate accounts for 2013: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed. Amounts/Accounts are listed below.

2013 – Appropriations

Appropriation 2013	Appropriated
Utilities	2000
Payroll	3500
Engineer	9000
Maintenance	2500
Insurance	3500
Other	1300
Legal	3000
Contracts	78000
Supplies	500

Totals: 103300

Remaining \$1,616.61 for unappropriated funds for 2013. There was an increase in the payroll this year since the approval for secretary/treasurer pay in December in 2012. Increase in other – since the conservancy will have an audit this year. The remaining accounts are the same or decreased from 2012.

Motion to appropriate amounts as identified above for 2013: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

2012 Inventory List for the Sand Beach Conservancy District

1. 1 Casio D.L. Printing Calculator 01-220 Lagy (at Twp Hall in file cabinet)
2. 2-Drawer Anderson Hickey File Cabinet
3. 1XL 2500 Smith Corona Typewriter (at twp hall in file cabinet)
4. 1 Heritage Briefcase
5. 4-Drawer R.F. Wolfe file cabinet (at Twp Hall)
6. 1 14" Dike Pump (Lakecraft) 30 hp motor (removed) - Tim to check on scraping it out
7. 1 36 slot SafCo blueprint cabinet (at Twp Hall)
7. 1 Lexmark Pro 200 series All-in-One
8. 1 Olympus Digital Recorder
9. Toshiba Net Book (Donation)
10. Firebox (at twp hall)
11. Flash drive containing all historical data (in file cabinet @ Twp hall)
2. Optical mouse for netbook.

Motion to approve the Inventory list of property of SB CD: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

Motion to Tim to act as deemed necessary with regard the old dike pump with has been removed, to gain money for the conservancy if scraped: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

In the December meeting, the conservancy already approved the engineer – BEC and attorney – Bill Maloney for 2013.

Correspondence:

Catch Basin Letter: In summary – The Schank's recently purchased property from Frank Harris. Portion of the property has an easement for conservancy. There has been a drainage trench on that property purchased by Schank's. The Schank's have installed a catch drainage basin and tiling for better drainage purposes in the same area. A letter was sent to Sand Beach Association and Sand Beach Conservancy District with regard to their portions of land or easement effected by change.

Lakecraft: We have received our maintenance agreement from them on the pump maintenance. We have received contract from BEC as well as Bill Maloney.

Jeff Wadsworth has requested a partial payment in regards to the pump project. Milt, BEC, our engineer has reviewed the invoices and deemed these are for the materials for pump project. There was a 20% retainment on the invoice. The Sand Beach Conservancy will issue a check to Jeff Wadsworth Excavating for \$2998.46.

Motion to issue check to Jeff Wadsworth Excavating for \$2998.46 out of the Contracts fund: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

P.O. for Pump project—all payments in regard to pump project to go under one P.O. (purchase order) it was recommended to check with auditor's office to see what the proper way is.

Bills to be paid this month are:

Ohio BWC - \$50.00

Kym Adams – office supplies: - \$71.56 (misc. and address stamp)

Jeff Wadsworth Excavating: \$2998.46

Motion to pay the bills for January 2013: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

Motion to pay all the normal monthly bills as well as ordinary course of the pump project bills that come in until the next meeting (March) to be paid: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

Old Business:

Kym Adams signed the 2013 contract for the secretary/treasurer position. Contract will be kept on file.

Dirt will be supplied to the Sand Beach Association, from the pump project and will be dumped behind the Shelter house on 5th street. This dirt then will be used to fill holes along the marsh banks where necessary.

Pump Update:

Conversation with Jeff Wadsworth indicated the permits are completed and waiting on the vault. Laura Schank expressed some concern with Jeff Wadsworth with completion date. They are waiting for gates, which should arrive in February. The pump project should actually be completed once excavation starts, in probably a week. Jeff Wadsworth does not foresee any problems meeting our March 31, 2013 completion date. As part of our state contract, there is a penalty for not meeting our completion date.

Marsh mowing for 2013 –

Motion to Matt Heintz for mowing the marsh 3 times in 2013 for \$1750.00: Laura Schank, 2nd Tim Clapp. All in favor.
Motion passed.

Next Meeting March 14, 2013. 7pm. Carroll Twp Hall.

Motion to Adjourn: Laura Schank, 2nd Tim Clapp. All in favor.

Respectfully Submitted:

Board of Directors:

Tim Clapp – President

419-356-4514

Tclapper90@bex.net

Larry Heintz

419-261-4009

lheintz9@gmail.com



Laura Schank

419-699-2695

Sbkdir3@gmail.com

Kym Adams – Sec/Treas

419-260-5121


sandbeachcd@yahoo.com

Sand Beach Conservancy District

March 14, 2013

Meeting was called to order by President Tim Clapp at 7: 00pm.

Board Members present: Tim Clapp- President, Laura Schank – Vice President, Kym Adams – Sec/Treas

Absent: Larry Heintz

Attendee: Bill Hatker, Phil Miller, Dan Schlagter

Approval of Minutes from January 2013 meeting : Minutes were reviewed. **Motion to approve minutes:** Laura Schank. 2nd Tim Clapp. All in favor. Motion passed.

Treasury Report:

January 2013						\$
						104,916.61
1-A-	7	1/24/13q	OHIO BWC	50.00		104,866.61
1-A-	11	1/24/2013	KYM ADAMS-SUPPLIES	71.56		104,795.05
	13	1/24/2013	JEFF WADSWORTH	2,998.46		101,796.59
INT		1/30/2012	interest .20%		17.81	101,814.40
January Balance						101,814.40
Year To Date Balance						
February						101,814.40
1-A-	6	2/11/2013	BEC- ENGINEERING	500.00		101,314.40
1-A-	4	2/16/2013	OPERS	150.00		101,164.40
INT		2/29/2012		0.20%	15.62	101,180.02
February Balance						101,180.02

There was no Toledo Edison bill for the month of January or February. The previous bill in December was estimated.

There was confusion between the treasury report that was printed and distributed to the attendees compared the actual report in the Conservancy computer/ledger. The discrepancy occurred during the copying the report to be printed. The running balances were correct as submitted in the report listed in these meeting minutes.

The monthly balances were correct through the month of February.

Motion to approve the treasury report as stated in this report: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

Correspondence: None

Old Business:

The dirt from the pump project was dumped at the Shelter House on 5th Street. The dirt can be spread during the spring clean- up day.

Pump Update:

Laura Schank talked to Jeff Wadsworth. The project is on track to be completed by March 31. No issues to be reported. The vault has been installed. Next week, concrete will be poured that goes around the pipe that is under the road. This concrete will seal the vault into place. The cages used to brace the dirt around the vault will be pulled. The new pump will be installed by Lakecraft Corp. The electric will be set up for the pump before the top to be installed on the pump. Tim Clapp talked to Lakecraft Corp. Lakecraft has been testing the pump on their site, making adjustments and banding the pump. The new pump will be ready to install the pump on time and testing will be done on site once it is installed.

We do not anticipate any delays and it will be completed on time.

Tim Clapp has pictured of Wadsworth breaking ground on this project and will share them at the next meeting.

New Business:

Tim Clapp talked to Gary, the guy who works for Green Cove condos. Gary may know some people who could possibly help the Conservancy District with grant money for future projects. Tim to follow up with Gary on this subject.

Next meeting: Thursday, May 16, 2013. Carroll Twp Hall. 7pm.

Tim Clapp to check into cutting the tree limbs down that hang down around the new pump, possible during clean up day.

Motion to adjourn 730pm: Tim Clapp. 2nd Laura Schank.

Respectfully Submitted:

Board of Directors:

Tim Clapp – President

Larry Heintz

419-356-4514

419-261-4009

Tclapper90@bex.net

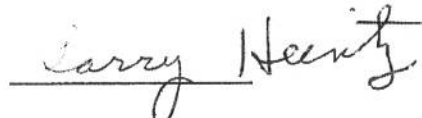
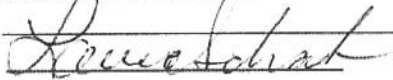
lheintz9@gmail.com



Laura Schank

419-699-2695

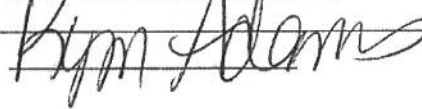
Sbcdir2@gmail.com



Kym Adams – Sec/Treas

419-260-5121

sandbeachcd@yahoo.com



SAND BEACH CONSERVANCY DISTRICT

Meeting was call to order by President Tim Clapp at 7:01pm.

Board Members present: Tim Clapp- President, Laura Schank –Vice President, Larry Heintz – Director, Kym Adams – Sec/Treas.

Attendees: Jere Witt, Bill Hatker, Chris Allman, Bob Spearing, Ted Behnken, Ron LaMont

Approval of Minutes for the March 2013 meeting: Minutes were reviewed. **Motion to approve minutes:** Larry Heintz, 2nd Laura Schank. All in favor. Motion passed.

Treasury Report:

March				101,180.02
	KYM ADAMS - PAYROLL	625.00		100,555.02
	OPERS	187.49		100,367.53
INT	0.002%		16.02	100,383.55
March Balance				100,383.55
Year To Date Balance				
April				100,383.55
	BEC	600.00		99,783.55
	BILL MALONEY	299.50		99,484.05
				99,484.05
INT	0.002		17.57	99,501.62
April Balance				99,501.62

Motion to Approve Treasury Report: Laura Schank, 2nd Larry Heintz. All in favor. Motion passed.

Correspondence:

The Sand Beach Conservancy District Annual Report for 2012 has been filed by our attorney – Bill Maloney with the Ottawa County Court.

During the construction phase of the pump, Betty Busdiecker had claimed damage to her mower, due to debris left behind from the dump truck contracted by the SBCD. The district sought legal advice from our attorney on our liability on this incident. The SBCD was advised by its lawyer, Mr. Maloney, that SBCD has no responsibility for this incident. The work complained about was performed by an Independent Contractor. SBCD has no legal responsibility or liability exposure for the incident. Further, as a tax-funded political subdivision, SBCD cannot offer compensation or "goodwill" payments where it has no exposure.

SAND BEACH CONSERVANCY DISTRICT

However, we are always concerned about the performance of those with whom we have contracts and have (or will, if we haven't done so yet) communicated your concern to the contractor.

The district will draft a letter to Betty and to Jeff Wadsworth to share this information as well as our regrets on this matter.

Motion to write letters to Betty Busdieker and Wadsworth: Laura Schank, 2nd Larry Heintz. All in favor. Motion passed.

Our insurance renewal is coming due. The directors reviewed our policy as well as sought an opinion from another insurer regarding our coverage. The consulted insurer felt we had a very good policy with coverage of our lensons as well as other property. Tim discussed with BECK Insurance our current coverage and reliabilities. Recommendations included – posting signs on or around lensons as well as the Blocks on the dike road, that they are private property and to KEEP OFF. Coverage on the new pump should not increase the premium much.

Motion to renew our policy/pay the premium with BECK Insurance as well as make adjustments and get estimate on coverage on the new pump. Laura Schank, 2nd Larry Heintz. All in favor. Motion passed.

Motion to persue endorsements to include the new pump as well as Blocks on dike road: Laura Schank, 2nd Larry Heintz. All in favor. Motion passed.

OLD BUSINESS:

Marsh mowing: Will be done by Memorial Day.

Clean up Dirt: The loads of dirt from pump project that was dumped by shelter house is too wet to move. The dirt will need to dry out before it can be leveled out. The Sand Beach Conservancy District does not have the funds to move the dirt. The dirt project expense will have to be taken care of by the Sand Beach Association.

PUMP UPDATE:

The pump project is almost complete with the exception of the electrical service. After the electrical has been completed, inspected and tested. Lakecraft will do their testing and will how the District how to operate the new pump. It was recommended by Lakecraft that a drip tray be placed on the pump for protection. The cost of the drip tray is \$175.00. In the future, the district would like to have some type of housing around the pump to secure it. For the current time, Tim will get cable locks around the pump and valves to secure it for the time being.

Motion to purchase the drip tray and cable locks for the pump: Laura Schank, 2nd Larry Heintz. All in favor. Motion passed.

Motion to seek future options for housing the pump: Laura Schank. 2nd Larry Heintz. All in favor. Motion passed.

SAND BEACH CONSERVANCY DISTRICT

Sand Beach Conservancy District owes Jeff Wadsworth 95% payment on the pump project. This amount is \$65,137.19 with a remaining balance at completion of \$6738.75.

Motion to pay Wadsworth the 95% (\$65,137.79): Tim Clapp. 2nd Laura Schank. All in favor. Motion passed.

The ground around the pump will need to be leveled off and seeded.

Motion to purchase Oats and seed for the area around the pump: Laura Schank. 2nd Tim Clapp. All in favor. Motion passed.

NEW BUSINESS:

Assessments for 2013:

The district board of directors recommend that we retain for another year the \$45,000 special assessments. This will replenish our funds and to pay our loan back on the advancement we took on the pump project.

Motion to assess \$45,000 special assessments for 2013: Laura Schank, 2nd Larry Heintz. All in favor. Motion passed.

The Conservancy District is due for their audit this year. Unsure of the process it involves, Kym will seek direction on getting this completed.

Motion to proceed with Audit: Laura Schank, 2nd Larry Heintz. All in favor. Motion passed.

The district is also required to complete the Fall survey, as required every 2 years.

Motion to send a letter or email as a reminder to Bowser Morner: Laura Schank. 2nd Larry Heintz. All in favor. Motion passed.

Other Discussion:

The draining gate was open. This gate is the gravity fed gate.

Next meeting: Thursday, July 18, 2013 – 7pm.

Adjournment:

Motion to adjourn 7:55pm: Laura Schank. 2nd Larry Heintz.

SAND BEACH CONSERVANCY DISTRICT

Respectfully Submitted:

Board of Directors:

Tim Clapp – President

419-356-4514

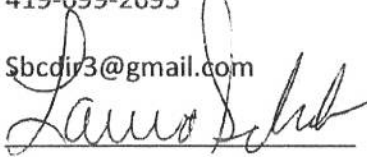
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Laura Schank

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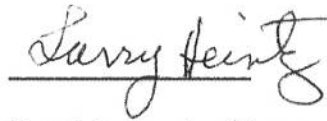
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Larry Heintz

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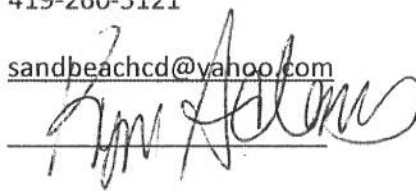
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Kym Adams – Sec/Treas

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In the Matter of:

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Judge Bruce Winters

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ANNUAL REPORT OF
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SC #0014662
20 N. St. Clair Street
Toledo, Ohio 43604
Phone: 419-241-5175
Attorney for Sand Beach
Conservancy District

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There were seven (7) meetings of the Sand Beach Conservancy District held in 2012. Copies of the Minutes of the meetings are attached hereto as Exhibit A, and incorporated by reference. All meetings were open, public meetings, conducted in accordance with applicable law, and held in the Carroll Township Hall, Ottawa County, Ohio.

Pursuant to Revised Code Section 6101.44, all receipts of the Sand Beach Conservancy District are administered through a fund, the Maintenance Fund, which is the Conservancy District's only fund. Receipts, appropriations, and expenditures of the Conservancy District during 2012 are shown in the following tables, each of which is attached hereto:


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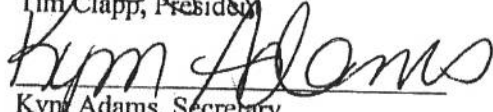
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Respectfully submitted,

BOARD OF DIRECTORS
SAND BEACH CONSERVANCY
DISTRICT


Tim Clapp, President


Kym Adams, Secretary

William T. Maloney
Attorney for the Sand Beach
Conservancy District

Sand Beach Conservancy District

July 19, 2013

Meeting was called to order by President Tim Clapp at 718pm.

Board Members present: Tim Clapp- President, Laura Schank – Vice President, Kym Adams – Sec/Treas, and Larry Heintz

Attendees: Bill Hatker, Dan Schlageter, Bob Spearing, Ron LaMont, Ted Behnken, Chris Allman, Holly Clapp, Gabby Clapp

Approval of minutes for the May 2013 meeting: Minutes were reviewed. It was announced that the minutes for the meeting will be emailed at least a week prior to next meeting. **Motion to approve the minutes:** Tim Clapp, 2nd Laura Schank. All in favor. Motion passed.

Treasury Report:

					<u><u>99, 501.62</u></u>
May	2013				-
	5/3/2013	JEFF WADSWORTH	1255	65,137.79	34,363.83
	5/31/2013	BECK INSURANCE	1256	2,758.00	31,605.83
	5/31/2013	B.E.C ASSOCIATES	1257	700.00	30,905.83
	5/31/2013	WILLIAM MALONEY	1258	79.75	30,826.08
	5/31/2013	MATT HEINTZ (MOWING)	1259	625.00	30,201.08
	5/31/2013	TIM CLAPP (SUPPLIES)	1260	46.64	30,154.44
	5/31/2013	STATE OF OHIO	1261	5.90	30,148.54
	5/31/2013	OHIO BWC	1262	101.20	30,047.34
INT		0.20%			30,055.30
	5/31/2013				
May Balance					
Year To Date Balance					
June					30,055.30

INT		0.20%			30,060.01
	6/29/2013				
June					
Balance					30,060.01
Year To Date Balance					
July					
1-A-	7/9/2013	MATT HEINTZ	1263	500.00	29,560.01
1-A-	7/9/2013	BEC	1264	600.00	28,960.01
1-A-	7/9/2013	OHIO BWC	1266	50.00	28,910.01
1-A-	7/9/2013	OHIO JOBS & FAMILY SERV	1267	50.00	28,860.01

Motion to approve the Treasury report: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

Pump Station:

We received the pump manual from Lakecraft. The district held a pump christening; the pump is operating however there is some additional work that needs to be completed. The district has not received the final bill for the pump and the pump installation has been done within the appropriated funds. We recently received a key for the pump as well as the electrical panel. Duplicate keys will be made for all directors.

New Work order for pump:

During the instructional session/Christening of the pump, the directors were informed that new floats for the new pump need to be installed. These floats are needed to make sure we keep the water at the benchmark. The new pump will also need Drip cover placed over the pump motor for protection from the elements. The district has received 2 work orders from Jeff Wadsworth to complete this work.

Work order #1 is for the pump cover with an additional cost of \$200.00. Work order #2 is for the change in floats with a cost of \$750.00. The district felt these are necessary for the new pump to be operating properly.

Motion to approve work order #1 and #2 with additional cost of \$200 and \$750 to Wadsworth: Laura Schank, 2nd Larry Heintz. All in favor. Motion passed.

New Business:

Or Sand Beach Conservancy District email account (sandbeachcd@yahoo.com) has been hacked. The district apologized to any and all email recipients. Security and privacy of everyone's email is very important. This account will be closed and Kym will contact Yahoo customer service and take appropriate actions. A new email account will be opened and members will be informed of the new email address.

Ted Behnken approached the district and has asked for the district to release the easement for the property, Parcel 1, he currently owns where the old Sand Beach road used to be. This is a 15ft buffer zone. This easement would not affect our pump efficiency. The board felt this could be done with Ted paying for the release easement.

Motion to release easement of Parcel 1 to Ted Behnken: Tim Clapp, 2nd Laura Schank. All in favor. Motion passed.

Pump Protection: Discussion took place during the meeting in regards to protection of the pump, once it is totally completed. Talks about fencing and venting of the pump took place. The district felt our new pump needs to be secured. The gates to the pump are locked and can only be operated with a key. Fencing around the pump is suggested. Different kinds of fencing were discussed during the meeting. Wadsworth has to grade with gravel around the pump. Discussion about a temporary fencing (snow fence) to be placed around the pump when float work is completed. After the SBCD receives its Fall Assessment from county, the district will evaluate funding on the fence and protection around the fence. Question was raised to what property the district owns around the pump. "Controlled access".

Kym to pull that information for the directors to review and discuss.

Old Business:

Follow up the complaint from Betty Busdieker. The SBCD decision remains the same.

Tim Clapp has painted "KEEP OFF" signs on the dike road blocks for insurance liability reasons. Discussion whether or not to paint the lensons also took place. The Board felt posting signs on the lenson would be a waste of money.

Next meeting September 12, 2013

Motion to adjourn 745pm: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed.

Respectfully Submitted:

Board of Directors:

Tim Clapp – President

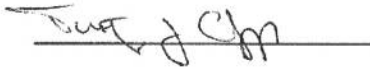
Larry Heintz

419-356-4514

419-261-4009

Tclapper90@bex.net

lheintz9@gmail.com



Laura Schank



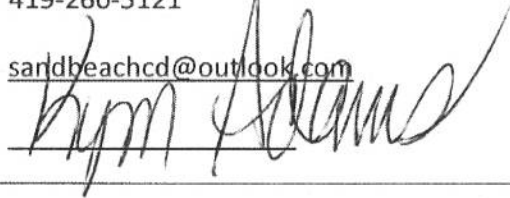
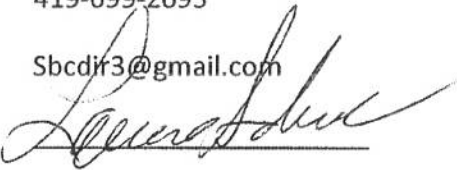
Kym Adams – Sec/Treas

419-699-2695

419-260-5121

Sbcdir3@gmail.com

sandbeachcd@outlook.com



Sand Beach Conservancy District

November 14, 2013

Meeting was called to order by President Tim Clapp at 7:02 pm.

Board Members present: Tim Clapp- President, Laura Schank – Vice President, Yvonne Anderson – Secretary/Treasurer

Attendees: Bob Spearing, Bill Hatker, Lou Montano, Dennis Felton

Treasury Report:

No treasurers report available at this time. Yvonne is conducting a brief audit of the accounts and will make a year-end report available.

Laura Schank and Yvonne Anderson are working on a contact list for future meeting. Due to a change in email accounts we needed to create a new list.

Laura Schank introduced the new treasurer/secretary Yvonne Anderson. She has a good understanding of the accounting and finance needs of the district.

The district will have a meeting in January to close out all of the accounts and appropriate funds.

Larry Heintz term ended and the position was posted in the news paper and sent to the courts. The court has reappointed Mr. Heintz as director for the next five years.

Four resumes were received for the secretary/treasurer position. Tim and Laura narrowed it down to two. Tim and Laura each interviewed one of the candidates and then discussed the skill set for each. They then hired Mrs. Anderson.

Bank signature cards were signed by Tim Clapp and Laura Schank. Bond invoice has not been received yet.

Approval of minutes for the September 2013 meeting: Minutes were reviewed and \$2,750 dollar amount to be changed to \$3,500

Motion to approve the minutes as amended: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed and approved.

Housing and Fencing of the Pump

Estimates received for the housing and fence for the pump.

Sand Beach Conservancy District

November 14, 2013

Adkins Fence \$ 2,094.00-8ft high galvanized fence and one gate- 6 foot court yard on the north side of the vault and attaching to the vault on marsh side only, everything else is set in concrete, to keep access away from the controls on the front of the pump.

Fremont Fence and Guard Rail \$ 2,995.00-8ft high galvanized fence and a couple of gates-strictly around structure and pipes

Lake Craft \$10,000 8ft high stainless steel fence and housing attaching to vault, gate \$ 4,400 and \$12,000 for the housing.

Lean-to was suggested. The contractor does not suggest additional housing due to the fact that the motor has a cover on it already that the district purchased. The board does not feel it necessary to cover the pump at this time. The board may consider additional housing in the future if problems arise.

Motion to approve Adkins Fence estimate for \$ 2,094, project set for March provided the funds are available: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed and approved.

Fall Survey

Fall survey is done and submitted. The invoice amount is \$5,085.

Motion to appropriate funds and approve payment to Bowser and Morner for fall survey: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed and approved.

Other Business

Mr. Felton representative for Mr. Harris, the current owner of the marsh, expressed concerns about the elevation marker being moved when the district did work. Mr. Montano a prospective buyer of the marsh, had a survey completed, and states that the marker is eight inches off. They are concerned because this is eight inches of water level in the marsh. The board requested an official copy of the survey and Mr. Montano agreed to provide that information. Mr. Felton showed the board pictures of the actual elevation marker. Mr. Felton has contacted Brunkhorst and they have no actual elevation. Mr. Felton is asking that an adjustment be made to the elevation marker based on the new survey information. Tim Clapp measured the mark set by the Soil and Water Conservation district and found it is only 4 inches off not 8 inches. Tim Clapp questioned the accuracy of the orange mark placed by the surveyor. The board stated that the float for the automatic switch is set at the elevation. The board also stated the pump is turned off in the fall and turned back on in the spring when the rains are heavier. The original pumping level agreement was set in 1994. The board agreed to look at the survey and consider having the elevation level checked, provided any changes made do not cause flooding.

Sand Beach Conservancy District November 14, 2013

Release of Easement

Motion to Release the Easement parcel 1 at the front of the beach, now owned by Ted Behnken: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed and approved.

Audit materials submitted to the State Auditor.

Assessment has been filed with the county auditor.

Motion to have the board and officers constituted the same as last year with the exception of the change to secretarial position to Mrs. Anderson: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed and approved.

Meeting Dates:

January 9, 2014-finanical reorganization

April 24, 2014

June 26, 2014

August 28, 2014

October 16, 2014

December 11, 2014

Motion to accept 2014 meeting dates: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed and approved.

Motion to approve bonus of \$300 to Mrs. Anderson for extra work involved: Laura Schank, 2nd Tim Clapp. All in favor. Motion passed and approved.

Checks signed:

Toledo Edison \$ 210.05

OPRES \$3.12

BEC \$100.00

Media Network \$264.90

Motion to adjourn 7:55pm: Tim Clapp 2nd Laura Schank. All in favor. Motion passed.

Sand Beach Conservancy District
November 14, 2013


Respectfully Submitted:

'Board of Directors:

Tim Clapp – President

419-261-4009

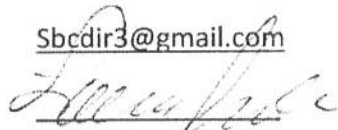
Tclapper90@bex.net

Handwritten signature of Tim Clapp in cursive script, written over a horizontal line.

Laura Schank

419-699-2695

Sbkdir3@gmail.com

Handwritten signature of Laura Schank in cursive script, written over a horizontal line.

Yvonne Anderson-Sec/Treas

419-967-0120

sandbeachcd@outlook.com

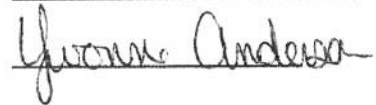
Handwritten signature of Yvonne Anderson in cursive script, written over a horizontal line.

Table 1 - Summary of Receipts and Disbursements

Summary	2013	Amounts
Balance at 12-31-2012		104,609.50
Deposits		12,168.82
Less: Checks/Payments		(98,534.89)
Year End Balance at 12-31-2013		18,243.43

EXPECTED REVENUE	Actual Rec	Remaining
Interest	190.00	\$ 104.12
Assessments	11,962.33	\$ 11,962.33
Voided Check	102.37	\$ 102.37
Totals:		\$ 12,168.82
Per Cash Journal		12,168.82
Difference:		\$ -

2013	Appropriated	Expenditure	Remaining
		2013	2013
Utilities	\$ 2,000.00	1,286.08	\$ 713.92
Payroll	\$ 3,500.00	2,987.50	\$ 512.50
Engineer	\$ 9,000.00	7,885.00	\$ 1,115.00
Maintenance	\$ 6,000.00	1,625.00	\$ 4,375.00
Insurance	\$ 3,500.00	2,959.20	\$ 540.80
Other	\$ 1,300.00	264.90	\$ 1,035.10
Legal	\$ 3,000.00	707.50	\$ 2,292.50
Contracts	\$ 78,000.00	80792.5	\$ (2,792.50)
Supplies	\$ 500.00	164.20	\$ 335.80
Unappropriated	1,616.61		
Totals:	\$ 108,416.61	\$ 98,671.88	
Per Cash Journal		98,534.89	
Difference:		\$ 136.99	

Table 2 - Cash Journal (Showing Detail Listing of Receipts and Disbursements)

2013										2013	Bank Balance @ 12/31/2012:	\$	105,258.41
Cash Journal											Outstanding at Year End	\$	648.91
											Cash Balance @ 12/31/2012	\$	104,609.50
Account	Date	Particular	Receipt	P. O.	Check #	Debit	R	Credit	Balance	Clear Date	Bank Balance		
January									\$ 104,609.50		104,760.49		
1-A- 7	1/24/2013	adl for ck#1242 (check was voided)		2013-7	1246	50.00	R	102.37	104,711.87	2/8/2013			
1-A- 11	1/24/2013	KYM ADAMS-SUPPLIES		2013-11	1247	71.56	R		104,661.87	1/29/2013			
1-A- 8	1/24/2013	JEFF WADSWORTH		2013-13	1248	2,998.46	R		101,591.85	2/4/2013			
INT	1/30/2013	Interest .20%						17.81	101,609.66				
January Balance									101,609.66		#VALUE!		
Year To Date Balance									101,609.66				
February									101,609.66				
1-A- 3	2/11/2013	BEC- ENGINEERING		2013-6	1249	500.00	R		101,109.66	2/19/2013			101077.65
1-A- 4	2/16/2013	OPERS		2013-4	1250	150.00	R		100,959.66	2/21/2013			
INT	2/29/2013							15.62	100,975.28				
February Balance									100,975.28				101,077.65
Year To Date Balance									100,975.28				
March									100,975.28				100281.18
1-A- 2	3/14/2013	KYM ADAMS - PAYROLL		2013-5	1251	625.00	R		100,350.28	3/18/2013			
1-A- 2	3/25/2013	OPERS		2013-4	1252	187.49	R	16.02	100,162.79	3/28/2013			
INT	3/29/2013								100,178.81				
March Balance									100,178.81		\$	100,281.18	
Year To Date Balance									100,178.81				
April									100,178.81				99399.25
1-A- 3	4/22/2013	BEC		2013-6	1253	600.00	R		99,578.81	4/29/2013			
1-A- 7	4/22/2013	BILL MALONEY		2013-10	1254	299.5	R	17.57	99,279.31	4/25/2013			
INT	4/30/2013								99,296.88				
April Balance									99,296.88				99399.25
Year To Date Balance									99,296.88				
May									99,296.88				34269.42
1-A- 8	5/3/2013	JEFF WADSWORTH		2013-13	1255	65,137.79	R		34,159.09	5/7/2013			
1-A- 5	5/31/2013	BECK INSURANCE		2013-8	1256	2,758.00	R		31,401.09	6/5/2013			
1-A- 3	5/31/2013	B.E.C ASSOCIATES		2013-6	1257	700.00	R		30,701.09	6/12/2013			
1-A- 7	5/31/2013	WILLIAM MALONEY		2013-10	1258	79.75	R		30,621.34	6/6/2013			
1-A- 4	5/31/2013	MATT HEINTZ (MOWING)		2013-12	1259	625.00	R		29,996.34	6/3/2013			
1-A- 9	5/31/2013	TIM CLAPP (SUPPLIES)		2013-11	1260	46.64	R		29,949.70	6/14/2013			
1-A- 6	5/31/2013	STATE OF OHIO		2013-2	1261	5.90	R		29,943.80	6/19/2013			
1-A- 6	5/31/2013	OHIO BWC		2013-7	1262	101.20	R	7.96	29,842.60	6/2/2013			
INT	5/31/2013								29,850.56				
May Balance									29,850.56				34,269.42
Year To Date Balance									29,850.56				
June									29,850.56				
INT	6/29/2013							4.71	29,855.27				29957.64
June Balance									29,855.27				29957.64

Year To Date Balance									
July									
1-A- 4	7/9/2013	MATT HEINTZ							
1-A- 3	7/9/2013	BEC	1263	500.00	R			29,855.27	28712.94
1-A- 2	7/9/2013	OHIO DEPT OF TAXATION	1264	600.00	R				
1-A- 6	7/9/2013	OHIO BWC	1265	50.00	R				
1-A- 2	7/9/2013	OHIO JOBS & FAMILY SERV	1266	50.00	R				
INT	7/31/2013		1267	50.00	R				
						5.30			
July Balance									
Year To Date Balance									
								28,610.57	28712.94
August									
1-A- 1	8/12/2013	TOLEDO EDISON	1268	320.61	R			28,610.57	33531.9
1-A- 10	8/13/2013	WILLIAM MALONEY	1269	88.75	R				
1-A- 8	8/26/2013	JEFF WADSWORTH	1270	6,738.75	R				
INT	8/31/2013	ASSESSMENT FOR CO AUDITOR				11,962.33			
						4.74			
August Balance									
Year To Date Balance									
								33,429.53	33,531.90
September									
1-A- 4	9/2/2013	MATT HEINTZ	1271	500.00	R			33,429.53	25822.93
1-A- 1	9/2/2013	TOLEDO EDISON	1272	34.30	R				
1-A- 8	9/6/2013	JEFF WADSWORTH	1273	950.00	R				
1-A- 3	9/6/2013	BEC	1274	300.00	R				
1-A- 2	9/6/2013	KYM ADAMS (PAYROLL)	1275	625.00	R				
1-A- 2	9/12/2013	OPERS	1276	175.00	R				
1-A- 7	9/12/2013	WILLIAM MALONEY	1277	162.25	R				
1-A- 8	9/12/2013	JEFF WADSWORTH	1278	4,967.50	R				
1-A- 1	9/17/2013	VOID	1279	-					
1-A- 1	9/30/2013	TOLEDO EDISON	1280	404.51	R				
INT	9/30/2013					5.08			
Sept Balance									
Year To Date Balance									
								25,316.05	25,418.42
October									
1-A- 1	10/11/2013	TOLEDO EDISON	1281	34.26	R			25,316.05	\$ 25,387.40
INT	10/31/2013					3.24			
October Balance									
Year To Date Balance									
								25,285.03	\$ 25,387.40
November									
1-A- 1	11/14/2013	TOLEDO EDISON	1282	210.05	R			25,285.03	24812.35
1-A- 2	11/14/2013	OPERS	1283	3.12	R				
1-A- 3	11/14/2013	BEC	1284	100.00	R				
1-A- 6	11/14/2013	MEDIA NETWORK	1285	264.90	R				
INT	11/29/2013					3.02			
November Balance									
Year To Date Balance									
								24,709.98	24812.35
December									
1-A- 12/17/2013	US POST MASTER		1286	54.00	R			24,709.98	
1-A- 12/17/2013	MALONEY, MCHUGH,		1287	77.25	R			24,655.98	12/26/2013
								24,578.73	12/23/2013

[illegible]

Table 3 - Expenditure Detail by Account

Acct.	Accounts	
	Name	Description/examples
1-A-1	Utilities	Toledo Edison
1-A-2	Payroll	Sect/Treas
1-A-3	Engineer	BEC
1-A-4	Maintenance	Mowing/Painting
1-A-5	Insurance	Nationwide
1-A-6	Oter Expenses	OCD/BWC
1-A-7	Legal	Maloney
1-A-8	Contracts & Materials	Wadsworth/Norwalk Concrete
1-A-9	Supplies	Stamps, Supplies
	Unappropriated Funds	

Table 3-A - Utilities

Utilities

2013

Date	Particular	PO	Check #	Debit	Credit	Monthly/Qtyrly Bal	Balance
1/23/2013	Appropriation	2013-1					2,000.00
8/12/2013	TOLEDO EDISON		1268	320.61		1,679.39	
9/2/2013	TOLEDO EDISON		1272	34.30		1,645.09	
9/30/2013	TOLEDO EDISON		1280	404.51		1,240.58	
10/11/2013	TOLEDO EDISON		1281	34.26		1,206.32	
11/14/2013	TOLEDO EDISON		1282	210.05		996.27	
12/17/2013	TOLEDO EDISON		1289	282.35		713.92	

1,286.08

713.92

Year Totals:
Unappropriated
Appropriated

1,286.08
713.92
2,000.00

Table 3-B - Pavroll

[illegible]

Table 3-C - Engineer

Engineer		2013					
Date	Particular	PO	Check #	Debit	Credit	Running Total	Balance
1/23/2013	Appropriation	2013-6					9000.00
2/11/2013	BEC		1249	\$ 500.00		\$ 500.00	8,500.00
4/22/2013	BEC		1253	\$ 600.00		1,100.00	7,900.00
5/31/2013	BEC		1257	\$ 700.00		1,800.00	7,200.00
7/9/2013	BEC		1264	\$ 600.00		2,400.00	6,600.00
9/6/2013	BEC		1274	\$ 300.00		2,700.00	6,300.00
11/14/2013	BEC		1284	\$ 100.00		2,800.00	6,200.00
12/17/2013	BOWSER		1291	\$ 5,085.00		7,885.00	1,115.00
Year Totals:				\$ 7,885.00		7,885.00	
Unappropriated						1,115.00	
Appropriated						9000.00	

Table 3-D - Maintenance

Maintenance		2013				Running	
Date	Particular	PO	Check #	Debit	Credit	Total	Balance
1/23/2013	Appropriation	2013-12					2500.00
5/31/2013	MATT HEINTZ		1259	625		625.00	1,875.00
7/9/2013	MATT HEINTZ		1263	500.00		1,125.00	1,375.00
9/2/2013	MATT HEINTZ		1271	500.00		1,625.00	875.00
						1,625.00	875.00
						1,625.00	875.00
Year Totals:				1,625.00		3,250.00	(750.00)
Unappropriated						875.00	(750.00)
Appropriated						2500.00	

Table 3-E - Insurance

INSURANCE		2013					
Date	Particular	PO	Check #	Debit	Credit	Running Total	Balance
1/23/2013	Appropriation	2013-8					3500.00
5/31/2013	BECK INSURANCE						
	bwc		1256	2758		2,758.00	742.00
	BWC		1246	50.00		50.00	692.00
	BWC		1262	101.20		101.20	590.80
	BWC		1266	50.00		50.00	540.80
						-	540.80
Year Totals:						2,959.20	540.80

Table 3-F - Other Expenses

Other Expenses

2013

Date	Particular	PO	Check #	Amount	Monthly/Qtrly Bal	Balance
1/23/2013	Appropriation					1300
1/14/2013	MEDIA NETWORK		1285	264.9	0	1300
						1035.1
						1035.1
						1035.1

Balance

Year Totals:

264.9

Table 3-G - Legal

Legal		2013				
Date	Particular	PO	Check #	Amount	Mo/Qtrly Exp	Balance
1/23/2013	Appropriation	2013-10				3,000.00
4/22/2013	BILL MALONEY		1254	299.50		2,700.50
5/31/2013	BILL MALONEY		1258	79.75		2,620.75
8/13/2013	BILL MALONEY		1269	88.75		2,532.00
9/12/2013	BILL MALONEY		1277	162.25		2,369.75
12/17/2013	BILL MALONEY		1287	77.25		2,292.50
				707.50		
Year Totals:						
Unappropriated					707.50	-
Appropriated					2,292.50	-
					3,000.00	

Table 3-H - Contracts & Materials

Contracts & Materials				2013		
Date	Particular	PO	Check #	Debit	Credit	Monthly/Qtrly Bal
1/23/2013						
1/24/2013	JEFF WADSWORTH		1248	2998.46		\$ 78,000.00
5/3/2013	JEFF WADSWORTH		1255	65137.79		75,001.54
8/26/2013	JEFF WADSWORTH		1270	6738.75		9,863.75
9/6/2013	JEFF WADSWORTH		1273	950.00		3,125.00
9/12/2013	JEFF WADSWORTH		1278	4967.5		2,175.00
						(2,792.50)
Year Totals:				80792.5		-
Unappropriated						(2,792.50)
Appropriated						9,863.75

Table 3-I - Supplies

Supplies		2013			
Date	Particular	PO	Check #	Amount	Monthly/Qtrly Bal
1/23/2013	Appropriation	2013-11			
1/24/2013	KYM ADAMS		1247	71.56	\$ 500.00
5/31/2013	TIM CLAPP (LOCK)		1260	46.64	428.44
12/17/2013	YVONNE ANDERSON (STAMPS)		1288	46	381.80
				164.20	335.80
Year Totals:					\$ 164.20
Unappropriated					\$ -
Appropriated					\$ 500.00

Table 3-J - Unappropriated Funds

Unappropriated Funds		2013			
Date	Particular	PO	Check #	Amount	Monthly/Qtrly Bc Balance
1/23/2013					1,616.61
Year Totals:					0
Unappropriated					-
Appropriated					1,616.61