

ANNUAL BOARD MEETING

Pursuant to notice by publication, the Annual Meeting of the Ben Davis Conservancy District ("District") was held on Wednesday, December 29, 2021, at the District Maintenance Office, located at 703 S. Tibbs Avenue, Indianapolis, Indiana. Those in attendance: Fred Buckingham, Chairman; Secretary Beverly Matthews, Vice Chair; Jeff Wood, Director; Angela Wirth, Secretary Finance Officer; Jennifer Hess, Counsel for the District; Micah Sarabyn, Project Coordinator; John Thurman and Corey Foster, Maintenance Supervisors; and Adam Simpson, Maintenance.

The meeting was called to order at 9:15 o'clock a.m. by Fred Buckingham, Chairman, who reminded the Board, none of the current seats were up for reelection in 2021, therefore, the District did not hold an election in 2021.

Mr. Buckingham, Chairman, advised the next item of business was to review and discuss the updates to the Annual Maintenance Report. Ms. Sarabyn, Mr. Foster, Mr. Thurman, and Mr. Simpson discussed the December report, the Grease Trap inspections, and the updates within Silversmith. Mr. Simpson recently joined the maintenance team and will receive his own tablet for Silversmith on January 4th and Brandon Cook will train and go over the training for Mr. Simpson to enter characteristics and information on the Manhole and Sewer repairs previously completed and projected to be completed in 2022. Mr. Simpson has also received his uniforms, boots, hats and gloves.

Ms. Sarabyn discussed the Granite Inliner Contract for the work to be completed in January or early February for Taft, Armentrout, Wilkins, Denison, Henry, Somerset and Exeter Streets at the cost of \$121,000.00. Dee Revnyak and Jennifer Hess were both sent copies to review and approve prior to the resubmission to Inliner and Eric Haneline.

The Board reviewed and signed the Professional Services Agreement that Triad sent to Angela to present for new services beginning in January of 2022.

It was also confirmed by Angela Wirth, Secretary for the board that United Health Care had extended the current health and dental policy into January and February of 2022, due to their negligence of submitting a renewal policy for the District. McGowen Insurance, is actively working with UHC and other providers to ensure the employees and the District are receiving the best and most affordable care.

Angela Wirth, Finance Secretary, went over the appropriation accounts that were exhausted and in the red as well as those with a surplus or needed transferred into the red accounts for Boyce Fund and Gateway. A Transfer Resolution was prepared, approved, and executed on Motion of the Board for a Transfer of Monies and Funds for 2021. The original document is attached to these minutes.

Ms. Wirth also stated the December and January financials will be available for review at the February 10, 2022 Board Meeting. As of the Annual Meeting, the monthly bank reconciliation and Chase Bank Statements were not yet available, nor were monies received from the Marion County Treasurers Office. A Property Tax and Lien collection deposit is scheduled

to be received on December 29, 2021, in the amount of \$312,242.34 of which \$285,453.83 is Property Tax for the Conservancy District and \$26,788.51 is from Liens collected.

Micah Sarabyn, passed out information about Ampstun Utility Billing Software and her desire to replace the Boyce Keystone Utility Billing Software with the Ampstun technology. Ms. Sarabyn and Mrs. Wirth attended a virtual training/overview of the Ampstun Program after learning about the Ampstun Software from the Spring Alliance of Indiana Water Conference. The Software offers the ability for the District's residence and businesses to have their own portal, ability to pay via text, telephone and many other features that are not currently available with Boyce Keystone. Ms. Sarabyn shared the information about Invoice Cloud which was not cost effective and what Boyce uses in addition to the District needing to purchase a separate module for billing and payment options. Ms. Sarabyn went over the Next Bill Pay program that coincided with the Ampstun Software and went over the costs. Mrs. Wirth explained she was not ready to leave Boyce Keystone Fund or Payroll, however, was supportive if the Board approved, of Ms. Sarabyn and Mrs. Gaspar moving forward with the purchase and installation of the Ampstun Software. Jeff Wood, made a Motion to approve the purchase of the Ampstun Software and Beverly Matthews seconded the motion. The Motion was approved.

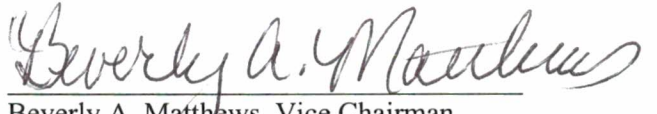
Mr. Fred Buckingham, Chairman, made a motion to approve the Minutes from the December 09, 2021 Board Meeting which were read and approved as presented as well as the Resolution pertaining to the Transfer of Appropriations in the District's Budget.

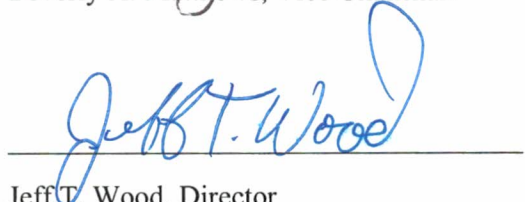
Mr. Buckingham, also shared his desire to have the maintenance staff moved from the 703 S. Tibbs Avenue building and have a contractor come in to provide a quote creating an "office environment" out of the grey block garage behind the main office located above. Questions were raised about the cost and logics of such a move and other options for the 629 S. Tibbs building were shared by Beverly Matthews and Jennifer Hess. Mr. Buckingham was opposed to bringing the maintenance team back to the Board Room Building and wanted Angela Wirth to schedule a meeting with the contractor and obtain quotes to see if it was feasible for this to occur. Ms. Wirth stated she would set up the meeting with Scott Kennedy of Kennedy Construction to meet with the Board.

The Board will not meet in January of 2022, however, for purposes of keeping JP Morgan Chase Bank as financial holder of all funds for the conservancy...this document will be presented and signed on January 18, 2022.

At this hour of 11:00 p.m., the chairman Mr. Fred Buckingham, declared the Annual Meeting closed.


Fred F. Buckingham, Chairman


Beverly A. Matthews, Vice Chairman


Jeff T. Wood, Director

ATTEST:

Angela Wirth, Secretary

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