

MEETING MINUTES
HARBOUR HEIGHTS STREET AND DRAINAGE ADVISORY COMMITTEE
March 7, 2007
9:30 a.m.

Attendees: Vicky Fleming, Suzanne Graham, Maggie Scott, William Moyer
County - Thomas O’Kane, Alan Holbach, Tim Free, Mike Dallenbach,
Dawn Harrison, Kim Raymond

Absent: Joan Hayes, Brad Wasmus

The meeting was called to order at 9:30 a.m.

Minutes: No minutes to approve.

Business:

- Mr. O’Kane expressed his appreciation to the Committee members for volunteering to represent their community.
- Mr. O’Kane informed the Committee that County Administration has hired an outside consulting firm to review the MSBU system. The firm will submit its recommendation to the Board of County Commissioners (BOCC) in April.
Mr. O’Kane discussed three possible options that could result from this review:
 1. The MSBU system may remain the same.
 2. The MSBU system may be eliminated.
 3. The MSBU system may be modified to three MSBU’s (West County, Mid-County and South County).
- Mr. O’Kane stated that this MSBU has a troubled past, and he suggests that work be set up as projects, not piece meal. He informed the Committee they have the option of borrowing money to fund major projects. Mr. O’Kane stated that Public Works has slowly completed the list of projects submitted by the Committee each year. The 2007/08 budget has been submitted to the County Budget Office. If the Committee decides to increase the assessment rate, a town hall meeting would need to be held to obtain the consensus of the residents. Per Mr. O’Kane, the Committee needs to realistically establish issues, based on accomplishing them in the most cost-effective, quickest manner. The Committee can have work completed by an outside contractor but would need to follow the County Purchasing bid process. He informed the Committee that Public Works is currently in the process of switching to another computer system, which will produce better reports.
- The Committee voted on the election of officers. Ms. Scott nominated Ms. Fleming for Chairman. The Committee voted unanimously in favor of the nomination. Ms. Fleming nominated Ms. Scott as Vice-Chairman, and Mr. Moyer nominated Ms. Graham as Vice-Chairman. The Committee voted in favor of Ms. Graham for Vice-Chairman.

- The Committee members were assigned the following terms:

Vicky Fleming	three years
Joan Hayes	three years
Brad Wasmus	one year
Suzanne Graham	two years
Maggie Scott	two years
William Moyer	two years

- Mr. Holbach stated that some projects can be done individually, depending on the job, but larger projects are done in phases. He stated they can only correct problems with the money that is available.

- The Committee reviewed the 2007/08 budget. Ms. Harrison explained each budgeted line item. Ms. Fleming inquired how the line items were established. Ms. Harrison explained that they are set up based on the priority list submitted to Public Works. Ms. Fleming requested an updated priority list, with estimated schedule dates. Ms. Fleming inquired about the status of San Marco. Mr. Free stated that work on San Marco is currently scheduled for October 2007. It was stated that work on the priority list needs to be completed. This is work that had been requested a long time ago. Mr. Free explained that Public Works schedules the work during the drier months of January, February, and March. He added that the outfall on Voyageur Drive has been completed.

- The mowing contract specifies that mowing is required to occur five times a year.

- Mr. Moyer stated that drainage pipes currently being installed for new construction are higher than the road. He inquired about code and inspection requirements. Mr. Holbach stated Community Development is responsible for inspecting these pipes.

- Ms. Fleming requested a list of incomplete service requests. Mr. Free explained numerous calls are received from residents reporting problems, but safety issues take precedence.

- Ms. Scott requested a list of acronyms to help translate the reports.

- Mr. Free discussed a new pipe lining contractor, who offers a very reasonable alternative to pipe replacement.

- Ms. Scott inquired about inspecting all outfalls. Mr. Free stated this can be done. Ms. Fleming and Ms. Scott agreed to keep this in mind, and put it on the back burner for future work.

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- Ms. Harrison and the Committee reviewed the purpose of this Advisory Committee, as stated in the Ordinance. Ms. Harrison explained Robert's Rules of Order and the Sunshine Law. She noted that all meetings must be advertised, and minutes need to be taken. The members were informed that the County Attorney's Office holds a class every six months to discuss and explain the Sunshine Law.
- The members and residents were informed to notify Public Works with any problems or questions.

The meeting was adjourned at 10:35 a.m.

Respectfully submitted,

Dawn Harrison
Municipal Services District Representative

DH/cs

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