

WILLOW RUN MUNICIPAL SERVICE DISTRICT BOARD MEETING

MINUTES

January 16, 2024

Town Hall Conference Room 201 – 6510 Shallowford Road

I. Call to Order

- a. Chair Jeffrey Rawls opened the meeting at 6:00 PM. In attendance were Martin Beale, Chad Conger, Denise Criss, Philip May, Jeffrey Rawls, Kirk Rieger, Glenn Yarnell, Town Manager James Ayers and Public Works Director Jon Hanna.

II. Agenda Approval – Denise Criss moved to approve the agenda. The motion was seconded by Martin Beale and motion passed unanimously.

III. Minutes Approval

- a. Denise Criss moved to approve the October 17, 2023 minutes. The motion was seconded by Philip May and motion passed unanimously.
- b. Chad Conger moved to approve the December 11, 2023 minutes. The motion was seconded by Philip May and motion passed unanimously.

IV. Financials – The Board reviewed the financial report provided by the Finance Director and presented by the Town Manager.

V. Old Business

- a. Lake Falmouth Emergency Action Plan (EAP) tabletop exercise – The Lake Falmouth tabletop exercise will be January 30 at 10 AM and will last 3-3.5 hours. Representatives of the Town staff, fire service, law enforcement, emergency management and Grimes Engineering will be participating. Mr. Rawls plans to participate as well.
- b. Lake Desmond right-of-way investigation – The Town’s attorney did investigate the right-of way for the community and the Lake Desmond area. The concern is erosion and sedimentation control. There are two easements at Lake Desmond; however, there is no access to the easements other than via water. The Board inquired if the current property owners could be approached and easements requested. Manager Ayers acknowledged this is possible, however, there needs to be a plan and there would be a cost for the easements. Action was not needed at this time but it would need to be addressed in the future.
- c. Grimes Engineering status of Marblehead Dam investigation – A preliminary recommendation, with no cost estimates, from Grimes Engineering was shared and discussed with the Board. The engineer believes this is mostly a surface issue and no damage to the body of the dam. A formal report along with engineer’s opinion and probable cost will be ready by the March meeting.
- d. Vegetation control of dams – Mr. Hanna noted that some of the vegetation control measures will be changed to help with current and prevent future issues.

VI. New Business – None

VII. Clerk Report

- a. Board positions expiring March 31, 2024 are Martin Beale (Area 1), Kirk Rieger (Area 2), and Denise Criss (area 4). If interested in reappointment, an application must be submitted to the Town Clerk.

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VIII. **For the Good of the Order**

- a. Next meeting – **March 19, 2024**

- IX. **Adjournment** – Glenn Yarnell moved to adjourn at 6:34 PM. Motion was seconded by Chad Conger and motion passed unanimously.

ATTEST:

Jeffrey Rawls, Chair

Dora K. Moore, Town Clerk