

**BASS LAKE CONSERVANCY
DISTRICT MEETING
January 13, 2014**

PRESENT: President Gene Novello
Director Jerry Broadstreet
Director Larry Collura
Director Ray Mix
Office Manager Patti Bush
Conservancy District Attorney Ethan Lowe
Plant Manager Tom Jordan
CPA Firm, Umbaugh and Associates Jeff Rowe

ABSENT: Vice President Jan McMahon

President Novello called the meeting to order at 6:00 PM followed by the Pledge of Allegiance.

President Novello asked with Board approval to waive the reading of the minutes. Director Collura asked to amend some wording to the December minutes. Motion made by Director Collura to accept with changes, seconded by Director Mix, motion carried.

Jeff Rowe from Umbaugh and Assoc. reviewed the financial report with a total of \$1,749,952.82 in all accounts. After some discussion and questions, Jeff will review and get back with the Board. Director Collura made a motion to table until all questions are answered, seconded by Director Mix, motion carried. Jeff presented the 2014 budget after some discussion there will be some changes made and presented again at the February meeting. Discussion then took place on Umbaugh and Assoc. new contract that was presented to the Board. The Board asked that Umbaugh review the rate increase over the next two years and bring it back to the next meeting. Attorney Lowe made some suggestions to be incorporated into the contract. Jeff then left the meeting at 7:01 PM.

Bills to be paid:

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|------------------|--|
| Key Bank | \$369.73 (Master Card) Dec |
| Key Bank | \$36.00 (safety deposit box) |
| Umbaugh & Assoc. | \$1500.00 (Dec) |
| Prime Pay | \$7354.33 (payroll 12/13/13) |
| Prime Pay | \$3695.13 (payroll 12/27/13) |
| Prime Pay | \$82.19 (Dec services) |
| NIPSCO | \$44.20 (bldg. – pump) |
| NIPSCO | \$1503.12 (lake pump) |
| NIPSCO | \$346.29 (lift stations) |
| Century Link | \$45.43 |
| Century Link | \$192.04 |
| TCU | \$39.65 (ACH network access & entry fee) |
| NAPA | \$24.35 (UPS) Nov & Dec |
| Patti Bush | \$66.00 (lien releases) |
| Element | \$104.00 |
| Quill | \$136.32 (ups system) |
| Quill | \$50.22 |

| | |
|---------------------------------|---|
| Smith Farm Store | \$74.25 |
| Aquatic Control | \$6000.00 (Nov plan update & weed sampling) |
| Starke County Co-op | \$842.08 (LP Gas) |
| Mark Milo | \$3450.00 (manhole repairs) |
| Webb Printing | \$130.00 |
| Starke County Recorder | \$594.00 (lien releases) |
| Bank of New York | \$265,280.00 (bond) |
| Blachly, Tabor, Bozik & Hartman | \$2175.00 |
| Alliance of Indiana | \$220.00 (membership fee) |
| Grainger | \$234.32 (lift station parts) |
| Grainger | \$30.98 (lift station parts) |
| USA Blue Book | \$287.00 (lab supplies) |
| IN Dept. of Environmental Mgmt | \$700.00 (permit) |

Director Collura made a motion to pay all bills as presented, seconded by Director Mix, motion carried.

OLD BUSINESS

- A. Lift Station J –Attorney Lowe reported that the court has appointed three appraisers and they have to report back to the court by February 28th.
- B. Secretary Position – Attorney Lowe stated that pass records show that a board secretary had been paid \$60.00 monthly and this should be revised. President Novello stated ideally we would also like this person to be Patti’s backup when needed.
- C. Pump – Director Broadstreet reported he had a freeholder come to his home about the pump being on and open water around it. Director Broadstreet had the pump shut off immediately. Director Mix suggested possibly warning signs be installed. Director Collura volunteered to look into signs.
- D. Plant Manager Compensation – After compliments and some discussion, Director Mix made a motion to increase his contract by 3 ½ percent, seconded by Director Broadstreet, motion carried. This would be immediately and retro-active to January 1, 2014.

MAINTENANCE REPORT

- Plant Manager Jordan reported there was 2.57 inched of rain for December with a total of 38.45 inches for the year 2013. The pump put out 31 million gallons of water for the month of December with 443 million gallons for the year 2013. Discharge was made one time this year and it was 1.6 million gallons.

COMMENTS FROM THE ATTORNEY

NONE

COMMENTS FROM THE OFFICE MANAGER

- Need to purchase postage before the increase at the end of January, would like to purchase 6 months. Director Mix made a motion to purchase 6 months of

postage at the current rate on check #0424, seconded by Director Broadstreet, motion carried.

- Will be completing the LARE grant next week.
- Presented a daily log.

COMMENTS FROM BOARD MEMBERS

Director Collura suggested we purchase UPS backup systems for both computers to avoid the loss of data and the computers.

COMMENTS FROM AUDIENCE

- Ken McCormick stated the South Bend newspaper had some information very similar to the pump situation with open water, it might be worth checking into.
- Clyde Haniford asked who is responsible if a snowmobiler hits a pole or something else that has been left in the lake by a homeowner. Response was the DNR.

ADJOURNMENT

Director Mix made a motion to adjourn, Director Broadstreet seconded, motion carried.

Next meeting, Monday February 10, 2014 6:00 PM
Minutes prepared by Patti Bush