

**BASS LAKE CONSERVANCY
DISTRICT MEETING
FEBRUARY 15, 2016**

PRESENT: President Gene Novello
Director Jerry Broadstreet
Engineer Lee Nagai
Office Assistant Mariann Gappa
Vice President Larry Collura
Director Dennis Kraftor
Attorney Ethan Lowe
Plant Manager Tom Jordan

ABSENT: Director Russ Blais
CPA Firm, Umbaugh & Associates Jeff Rowe (not required to attend)

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

Vice President Collura stated that David Nance from INDR had planned to be at the meeting, but because of the bad weather in Indianapolis he was unable to make it. The drawings and survey for the new structure to replace the current weir have been completed and submitted to the state for a permit. The permit process takes about 90 days to clear and they hope to start work in late summer. He mentioned that there is bank erosion to the south of the structure and this is sand that's accumulating and needs to be taken care of. The biggest problem is on the north end of the weir where the biggest amount of water is leeching from. Mr. Nance will try to make the March meeting and bring the drawings for the new structure. Director Kraftor expressed concern about a NIPSCO line that runs under the road and catches a lot of trash. He suggested that BLCD talk to NIPSCO about possibly changing the line. Mr. Nance stated the height of the dam would be where it was originally according to the court order.

The reading of the minutes was waived and Vice President Collura made a motion to approve the minutes, Director Broadstreet seconded. Motion carried.

President Novello presented the financial report. Another bond payment is due in July. The proposed budget for 2016 was not received until midafternoon today. He asked that all Directors review the proposed budget and discuss it at the March meeting. He stated that the budget is an important part of the 5-Year Plan. Director Kraftor stated that he had been studying other conservancy districts and their rates in comparison to BLCD. Attorney Lowe mentioned that a rate study would have to be done to change the BLCD rate and Umbaugh would be responsible for doing this and making recommendations. He also mentioned that another possible method of funding conservancy districts can be to collect additional property taxes. The level of maintenance will be a significant deciding factor in a rate change. Vice President Collura made a motion to approve the financial report, Director Broadstreet seconded. Motion carried.

Bills to be paid:

NIPSCO	\$377.84 (Bldg. Pump)
NIPSCO	\$268.32 (Lift Stations)
NIPSCO	\$74.16 (Pump)
Century Link	\$48.73

Century Link	\$191.19
Prime Pay	\$106.25
Prime Pay	\$3529.03 (1/22/2016)
Prime Pay	\$3563.00 (2/5/2016)
Umbaugh	\$1665.00 (January)
TCU	\$54.20 (January)
TCU	\$1292.17 (Credit Card)
Smith's Farm Store	\$109.34 (Misc. Supplies)
NAPA	\$12.94 (UPS)
Greenmark Equipment	\$11,060.00 (Tractor)
Element	\$109.00 (Testing)
Indiana 811	\$76.95 (Quarterly Ticket Fee)
Cambe	\$148.00 (Lube & Splash Guards)

Vice President Collura made a motion to approve the bills as presented, Director Kraftor seconded. Motion carried.

Engineer's Report – Engineer Nagai spoke with Bob Aloji about the fish hatchery and the plans are not finalized yet with Purdue for renewed usage of the hatchery. The plan is for the ponds to be drained a couple of times a year and it is to be determined if the ponds will be discharged someplace else or into the BLCD system. If discharged into the sewer system, the rate of discharge could affect the stations. If discharged into the lake, then the hatchery would have to apply for a permit and this involves a review, notifications, and several processes. Engineer Nagai stated it is too early to make any decisions until the hatchery presents their plans on paper for review. There will be compensation if the BLCD system is used.

Engineer Nagai reviewed the GIS proposal and suggested the Directors let him know if they want any changes.

Engineer Nagai stated that he could stake out the farm portion where a boundary survey is needed in the spring. Director Broadstreet remarked that Wappel isn't sure of the boundaries because of trees lining the area.

Plant Manager Jordan stated that the farm deed has C/O Patti Bush on the ownership address. Attorney Lowe said he would take care of having her name removed and adding the Board of Directors to the address label.

Website Update – Vice President Collura updated the letter he had prepared for information for homeowners on the functions of the conservancy district and he would like to post it on the website and also use it as part of the 5-Year Plan.

He also mentioned that he wanted to post more of the ordinances and resolutions on the website for information for the homeowners.

LARE Update – Director Broadstreet stated he had a meeting next month about the grants for this year. It is necessary to have bids from 3 companies to comply with the requirements for the grants. He will be attending a meeting at Swan Lake in March for vegetation management.

Office Manager Gappa stated she had received a bill from Aquatic Control for \$5150 for sampling and an e-mail from Ashlee Haviland from LARE reimbursing BLCD for \$4120.

Tiling for Farm (Wappel Lease) – Director Broadstreet stated that there were 15 acres that were not

productive last year because of the land being too wet. He stated BLCD is responsible for the tiling as property owners. Attorney Lowe questioned the \$29,000 cost of the tiling. He stated the sales tax had to be removed and the \$6200 for de-brushing and cleaning of ditches should also be removed. After discussion it was decided to have the tiles installed, but the de-brushing and cleaning of ditches would be the responsibility of the Wappel's. Director Broadstreet made a motion to accept the bid excluding the de-brushing and sales tax for \$21,541 and the contract be submitted to the District, Director Kraftor seconded. Motion carried.

Tom Jordan's Report – Plant Manager Jordan reported that the owner of the property at 4672 S CR 210 had requested a rate reduction in 2012 because she wasn't using another building. This was denied and she is paying \$101.91 but she should be paying \$117.30 as long as both buildings are connected to the sewer system. Attorney Lowe will send her a letter informing her of the rate increase in March, 2016.

Plant Manager Jordan received a bid for \$8950 to replace one of the pumps (including labor) at the plant. Vice President Collura made a motion to approve the \$8950 for a new pump plus the cost of a back-up float, Director Kraftor seconded. Motion carried.

The contractor for a house being built at 4833 S CR 210 had called because the sewer line wasn't working. Plant Manager Jordan explained that the 435ft. line was not owned by BLCD, but on an easement that served 3 homes. The contractor was having the line videoed and will keep Plant Manager Jordan informed.

Plant Manager Jordan asked if the GIS plan should be added to the 5-Year Plan. He will get another quote for the procedure.

Office Assistant's Comments – Office Assistant Gappa reported that a refund of \$425.00 was received from GIS insurance on the old truck and that was deposited on 1/26/2016. There are 5 new ownerships on properties since the last meeting. Director Broadstreet delivered the storage shelves that he donated to BLCD and he and Director Blais assembled them. All files are now on shelves and not on the floor thanks to the Directors. 34 liens were filed in January. The Workforce Development (unemployment compensation) needs to be updated as the only name current is Director Broadstreet. Vice President Collura stated he would take care of updating the information with the current Directors names. Office Assistant Gappa inquired about Plant Manager Jordan being bonded as she is the only one bonded now. Attorney Lowe stated that a change in the state law concerning bonding requirements has resulted in heightened requirements that are not offered by all bonding companies. He suggested calling GIS to see if they cover the new requirements and if an additional cost is involved. He also suggested that Office Manager Gappa check with the County about the lien that she had received payment for to make sure the release can be processed.

Executive Meeting Report – President Novello stated that Plant Manager Jordan would receive a 3% raise effective Feb. 1, 2016 and his performance would be reviewed annually. He will also receive compensation for the 68 hours he worked beyond normal work times in 2015. The formula for arriving at this figure is his hourly rate times 2 resulting in compensation of \$3940. Vice President Collura made a motion to increase Plant Manager Jordan's by 3% effective 2/1/2016 and to provide variable compensation for work done in 2015 at a cost of \$3940 as determined at the Executive Meeting, Director Kraftor seconded. Motion carried. Vice President Collura made a motion to increase Office Manager Gappa's salary to \$15.60 effective 2/1/2016 as determined at the Executive Meeting, Director Broadstreet seconded. Motion carried.

Audience Comments – Ken McCormick inquired about the use of property taxes to help pay for the conservancy district. Attorney Lowe replied that there are ways that a conservancy district can fund itself. One way is the imposing of a real estate tax or a monthly user fee or a combination of both. He also stated that imposing a real estate tax would result in another process that includes a lot of work with various agencies and government approval.

Vice President Collura made a motion to adjourn the meeting, Director Kraftor seconded. Motion carried. The next meeting is at 6:00p.m. Monday, March 21, 2016 at the BLPOA building.