



Bass Lake Conservancy District Meeting December 12, 2022

AGENDA:

- Pledge of Allegiance
- Roll Call
- Minutes
- Financial Report
- Bills
- Territorial Engineering Contract
- Employee Reviews
- Asset Management Plan
- Plant Manager’s Report
- Comments from Attorney
- Comments from Office Coordinator
- Comments from the Board
- Questions or Comments from the Audience

Chairman Gene Novello called the meeting to order at 6:00 p.m.

PRESENT: Chairman Gene Novello
 Vice Chairman Larry Collura
 Director Jerry Broadstreet
 Director Russ Blais
 Dan Sellers, Territorial Engineer Rep

Director Melissa Long
 Plant Manager Tom Jordan
 District Office Coordinator Tabitha Dillner
 Attorney Christian Bartholomew

ABSENT:

Minutes – The reading of the minutes from the meeting was waived and Vice Chairman Collura made a motion to approve the minutes from the November 14, 2022 meeting, Director Broadstreet seconded. Motion carried.

Financials – Chairman Gene Novello presented the November financial report. The fund balances exceed the minimum reserve requirements by \$2,511,764 and the total receipts have exceeded the total expenditures to date by \$108,779. Unmetered collections are over budget by \$7,777. Total operating expenditures are under budget by \$80,386. Vice Chairman Collura made a motion to approve the financial report from November 2022, Director Long seconded. Motion carried.

Bills to be paid:

NIPSCO	\$ 202.84	Monthly plant
NIPSCO	\$ 863.63	Monthly lift stations
NIPSCO	\$ 1,884.63	Monthly lake pump
Brightspeed	\$ 225.13	Monthly phone service
TCU Credit Card	\$ 2,437.18	Monthly credit card
TCU Invoice	\$ 122.05	Monthly bank fees
PrimePay-Payroll	\$ 5,628.38	Bi-weekly payroll – 10/31/2022 – 11/13/2022
PrimePay-Payroll	\$ 5,353.24	Bi-weekly payroll – 11/14/2022 – 11/27/2022

		*\$100 for Director Long for 1 month meeting attendance
PrimePay-Invoice	\$ 178.71	Monthly service charges
HWC	\$ 258.00	Monthly computer fee
Baker Tilly	\$ 1,895.00	Monthly accounting fee
Baker Tilly	\$ 3,558.76	Asset management fee
Wildman	\$ 68.17	Monthly office supplies/services
Fourway.net	\$ 1,148.89	Annual internet fee
Mark Milo	\$ 17,696.00	Installed 14 posts at liftstations
Davis Well Drilling	\$ 8,500.00	Installed motor for lake pump

Vice Chairman Collura made a motion to approve the bills as presented noting each payee, the dollar amounts, and purpose were read into the December 12, 2022 minutes, Director Broadstreet seconded. Motion carried.

Territorial Engineering Contract—The contract that Dan Sellers presented needed some changes. Chairman Novello instructed Attorney Bartholomew to work with Seller on it.

Employee Reviews—Chairman Novello stated that the reviews were done in the Executive Session.

Asset Management Plan—Chairman Novello stated that Baker Tilley is on track and would have something to present in January 2023.

Plant Manager’s Report—Plant Manager Jordan reported that there was 1.38 inches of precipitation for November and the lake pump pumped 21.5 million gallons into the lake. Plant Manager Jordan mentioned that the homeowner at 4888 S CR 210 didn’t want the post installed at liftstation ‘K’ because it would be on his property. After some discussion, Vice Chairman Collura made a motion to approve a work order for Territorial Engineer to do a survey for the price not to exceed \$1,250, Director Blais seconded. Motion carried. Plant Manager Jordan and Chairman Novello discussed the 2023 budget.

District Office Coordinator’s Comments—Office Coordinator Dillner stated that 36 liens were paid with the fall tax installment for a total of \$7,078.23. Office Coordinator Dillner let the board know that mailchimp had changed their monthly plans and what is included in them. After some discussion it was decided to stay with the current plan.

Attorney’s Comments— The Attorney had nothing additional to add.

Comments from the Board— The Board had nothing additional to add.

Comments from the Audience—The audience had nothing additional to add.

Director Broadstreet made a motion to adjourn the meeting, Director Long seconded. Motion carried. The next meeting will be January 9, 2023 at 6:00 p.m. at the BLPOA building for the regularly scheduled meeting.