

BASS LAKE CONSERVANCY
DISTRICT MEETING
June 9, 2014

PRESENT:	President Gene Novello	Plant Manager Tom Jordan
	Vice President Ray Mix	Office Manager Patti Bush
	Director Jerry Broadstreet	Director Larry Collura
	Attorney Ethan Lowe	Engineer Lee Nagai

ABSENT: CPA Firm, Umbaugh and Associates; Jeff Rowe - not in attendance, however, not required to attend.

President Novello called the meeting to order at 6:00 P.M., followed by the Pledge of Allegiance and roll call. President Novello asked to waive the reading of the minutes. Director Collura made a motion to approve the minutes, Director Broadstreet seconded, motion carried.

President Novello reviewed the financial reports with a balance of \$1,961,735.75 in all accounts. A payment of \$264,830.00 will be made on the bond by the end June. Director Collura made a motion to approve the financial report, seconded by Director Mix, motion carried.

Mark Dillner presented a difference between the Conservancy District computer systems versus a server system (all computers connected). A server system is higher in cost but is more efficient, and better security than an individual CPU unit per employee. If the system has a problem Mark could make corrections from home. Cost could range from \$2000 to \$3000, about 15 hours for installing, 2 hours a month maintenance. Mark's fee is \$50.00 an hour. Director Mix made a motion for Director Collura to work with Mark and get the server system set up in the office. Director Broadstreet seconded, motion carried.

Bills to be paid:

Key Bank	\$479.70 (Master Card) May
Umbaugh & Assoc.	\$1585.00 (May)
NIPSCO	\$44.20 (bldg.-pump)
NIPSCO	\$73.45 (water pump)
NIPSCO	\$366.48 (lift stations)
Century Link	\$45.69
Century Link	\$196.07
Prime Pay	\$5382.14 (payroll 5/2/14)
Prime Pay	\$4410.36 (payroll 5/16/14)
Prime Pay	\$4417.46 (payroll 5/30/14)
Prime Pay	\$119.66 (May services)
NAPA	\$12.18 (UPS)
TCU	\$40.25 (ACH network access & entry fee)
Smith Farm Store	\$87.10
Element	\$117.00
Patti Bush	\$31.69 (lien releases & postage) reimbursement
NSI Lab solutions	\$77.50
Harry Szabo	\$290.50 (refund/over payment)

HML, Inc.	\$30.00 (5/14/14)
HML, Inc.	\$30.00 (5/21/14)
HML, Inc.	\$30.00 (5/28/14)
Evoqua	\$3240.00 (biooxide)
The Pilot News Group	\$17.61 (legal notice)
The Leader	\$28.00 (renewal)
Starke County Co-op	\$712.28 (generator fuel)
Wayne's Lube, Oil & Filter	\$26.00
Mark Milo Enterprises	\$1850.00 (7 manholes)
Mark Milo Enterprises	\$1010.00 (retainage from last mo.)
Aquatic Control	\$731.25 (1 st Milfoil treatment)
Gene Novello	\$600.00

Director Collura made a motion to approve the bills including Gene Novello which was presented, seconded by Director Mix, motion carried.

BOARD BUSINESS

- A. Mark Milo Enterprises Bill – Director Mix still would like a change order to be presented and he disagrees with paying without a change order being submitted. Mark Milo rebutted that if you wanted change orders it should have been stated up front when he presented the bid to repair the manhole erosion. There was no contract setup with the board for scheduling values, the Engineer and Plant Manager decided on the plan and that was done accordingly. Director Mix stated, he will not approved any job that is not broke down foot by foot, yard by yard, ton by ton. Our engineer should draw it up that way and that's how it should be presented to the contractor. Mr. Milo stated you have opened up a can of worms because that is how it has to be presented to NIPSCO and everybody else. Director Mix stated “that is my personal opinion”. Director Broadstreet stated he agreed with Mr. Milo we did not have any spec's it was an emergency and Mr. Milo repaired the problem and did do a good job. President Novello stated this was an emergency and in Mr. Milo's defense, we did ask for information after the fact and we should have asked for it up front.

- B. Garage Permit – Mr. Saniga was present, Attorney Lowe asked if this was a detached garage with any cooking facilities. Mr. Saniga stated just an entertainment area with a wet bar only. Attorney Lowe stated if cooking facilities should be installed there will be a sewer fee attached to the garage.

- C. Ice Cream Wagon – Director Mix is concerned with how it is hooked up to the sewer and no restroom facilities. He stated our ordinance states within 300 feet of the sewer line the facility needs to be connected to the sewer system. Mr. Armstrong has a port-a-potty that can be connected to water and piped into the drain, but does it meet State standards. As it sits now it does not meet County and State plumbing codes. Manager Bush stated Frank Ernest who is the County Health inspector has inspected and Mr. Armstrong meets all codes. Director Broadstreet asked what Mr. Armstrong's intentions were. Mr. Armstrong stated in the next couple of years he plans on building a permanent structure following all codes. Director Mix made a motion to table until he gets clarification from the County and State about the codes governing this. Attorney Lowe stated the issue is lack of restroom facilities. There is a specific ordinance that needs to be met for this board to approve. Director Broadstreet seconded the motion, motion approved.

- D. Amend March Minutes – Office Manager Bush stated that in the March meeting when the board made a motion to put Director Mix in as Vice-President it was not stated that Director Mix would be a signature on the checking account. Director Collura made a motion to amend the March minutes to include this statement. Director Broadstreet seconded, motion carried with Director Mix abstaining.
- E. Lift Station J – Attorney Ethan Lowe stated the phone conference with Judge Hall and the opposing council did not take place. The next phone conference call has been rescheduled for June 16th.
- F. Weeds – Director Broadstreet reported Aquatic Control did spray 3.25 acres of Milfoil with a cost of \$731.25. The Native weeds are too small at this time and once they can be spotted the DNR will be contacted and they will tell us where we can spray them. We can only spray 67 acres of the Native weeds. Aquatic Control will be back in July to check again. Manager Bush stated that the bill and map has been submitted to the LARE office for the grant reimbursement.
- G. Elections – Attorney Lowe reported that an election will be held. The At-Large Position had received two petitions, Paul Boender and Joseph Ipollito. District 1 had received one petition which was Raymond Mix. He will be sworn in at the July annual meeting. Attorney Lowe presented the ballot to the Board. Director Mix made a motion to accept the ballot, seconded by Director Collura, motion carried. Discussion of location and time was next. Office Manager Bush had secured the Shriners Building, and the time will be from 8:00 AM to 12:00 Noon. Director Mix made a motion to accept the location and time, seconded by Director Broadstreet. Motion carried. Attorney Lowe requested clerks be selected. Office Manager Bush said she had already contacted George Diver and Lynn Flaherty and both accepted. Aileen Collura and Debbie Mix volunteered from the audience. President Novello made a motion to accept all four persons as clerks, with George Diver as chief clerk. Seconded by Director Mix, motion carried. Attorney Lowe will need the address for the legal notice. Deb Mix requested that the absentee voting be corrected. Attorney Lowe stated that it is an Indiana State Code and the only way to correct it would be to contact your State Representative.
- H. Office Assistant – President Novello stated we are in the process of securing an assistant. Manager Bush stated the ad will be running in the newspaper for the next two weeks. The deadline will be June 17th.

MAINTENANCE REPORT

- Plant Manager Tom Jordan reported May's rainfall was 3.32 inches with a total of 12.49 inches for the year.
- The lake pump pumped 29 million gallons for the month. NIPSCO also replaced the transformers on the poles by the pump
- A quote for \$6,964.00 from Flow-Tech to replace a pump for lift station H. To just repair would be at least \$4,000. This pump has lasted 18 years. Director Mix made a motion to order the new pump. Seconded by Director Broadstreet, motion carried.
- Main lift station the VFD (powers the pump) has failed. Someone will be out to look at it and at this time there is no idea what the cost will be.

COMMENTS FROM THE ATTORNEY

None

COMMENTS FROM ENGINEER

Engineer Nagai checked the rest of the force main route. There is about 1200 feet that still needs grading and the remainder should have the brush removed. Tom should mow is about twice a year just to keep it passable. Director Mix stated we also need to look at the rest for erosion prevention and see if the drainage board would work with us.

COMMENTS FROM OFFICE MANAGER

Office Manager Bush reported receiving a check from the Starke County Treasurer for liens totaling \$25,463.39. Liens will be filed again by July 1st due to the September 24, 2014 tax sale. Manager Bush has been working with Teachers Credit Union on a business credit card and a resolution will be presented at the July meeting to complete the paperwork. President Novello suggested that TCU write the resolution so it will be acceptable to all. Alliance Indiana has a free training session for board member, clerks and treasurers the form is in each packet. Also requested a water cooler for the office.

COMMENTS FROM THE BOARD

Director Collura wants to have signage with office hours posted on the outside fence. Tom will order a sign. Director Collura also stated it did not appear a phone number was on the website and rainfall was not current.

COMMENTS FROM THE AUDIENCE

Ken McCormick asked if we have snails and zebra mussels in the lake. Director Broadstreet stated he has not seen any mussels and Aquatic Control had not reported any.

ADJOURNMENT

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

Next meeting July 14, 2014 6:00 p.m.
Minutes prepared by Office Manager Patti Bush