



# Bass Lake Conservancy District Meeting December 14, 2020

**AGENDA:**

- Pledge of Allegiance
- Roll Call
- Minutes
- Financial Report
- Bills
- Employee Reviews
- Tom Jordan’s Report
- Comments from Attorney
- Comments from Office Coordinator
- Comments from the Board
- Questions or Comments from the Audience
- Adjournment

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	Director Gene Ladd Plant Manager Tom Jordan Office Coordinator Tabitha Dillner Attorney Scott Bozik
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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 9, 2020 meeting, Director Broadstreet seconded. Motion carried.

**Financials** – Chairman Novello presented the November financial report. The fund balances exceed the minimum reserve requirements by \$2,280,216 and the total receipts have exceeded the total expenditures to date by \$142,894. Unmetered collections are \$8,827 under budget and total operating expenditures are over budget by \$37,027. Vice Chairman Collura made a motion to approve the financial report from October 2020, Director Broadstreet seconded. Motion carried.

Bills to be paid:

NIPSCO	\$ 144.60	Monthly plant
NIPSCO	\$ 401.07	Monthly lift stations
NIPSCO	\$ 1,464.96	Monthly lake pump
CenturyLink	\$ 172.25	Monthly phone service
TCU Credit Card	\$ 1,598.18	Ocotober-1449
TCU Credit Card	\$ 2,225.56	November-1449
TCU Invoice	\$ 113.65	Bank fees – November
PrimePay-Payroll	\$ 4,628.65	Bi-weekly payroll – 11/2/2020 – 11/15/2020
PrimePay-Payroll	\$ 4,684.31	Bi-weekly payroll – 11/16/2020 – 11/29/2020

PrimePay-Invoice	\$ 137.56	Monthly service charges – November
Apheus	\$ 137.00	Monthly computer fee
Baker Tilley	\$ 1,787.00	Monthly account fee – November
Wildman	\$ 64.24	Monthly service fee
Wildman	\$ 534.18	Office supplies
Blachly, Tabor, Bozik, Hartman	\$ 3,775.00	Attorney fees
CNA Surety	\$ 700.00	Annual bond fees
Phil Johanan	\$ 559.00	O Liftstation
Flow-Tech	\$ 5,200.00	New pump I liftstation
Flow-Tech	\$ 525.00	Labor install pump 1
Flow-Tech	\$ 1269.96	Liftstation I repair
Aquatic Control	\$ 5,450.00	Aquatic veg. sampling & AVMP
Specialty Shoppe	\$ 100.00	BLCD logo rights
Fourway.net	\$ 1,758.88	Annual internet fee
Northern IN Wildlife	\$ 525.00	Trapper
Starke Co. Chamber	\$ 95.00	Annual membership fee
Keystone	\$ 275.00	Annual disaster recovery fee

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 14, 2020 minutes, Director Blais seconded. Motion carried.

**Employee Reviews**—The Board informed that after meeting in Executive Session the BLCD employees will receive a 7% raise. Along with the raise a bonus was given due to the extra work related to COVID-19.

**Tom Jordan’s Report**—Plant Manager Jordan reported that November rainfall was 1.81 inches. Plant Manager Jordan also stated that BLCD’s insurance company sent a check for ‘O’ liftstation accident. The liftstation panel and fence is currently being repaired.

**Office Coordinator’s Comments**—Office Coordinator Dillner stated that 26 liens were paid in the fall Starke County taxes in the amount of \$5,317.45. Office Coordinator Dillner was also informed by Chairman Novello and Attorney Bozik that two unclaimed refunds would stay on the record for one year in case anyone stepped up to claim either.

**Comments from the Board**—Director Novello stated that 2021 budget was currently being worked on. The Board also expressed appreciation to the staff for their work accomplished this past year.

**Attorney’s Comments**—Attorney Bozik and the Board briefly discussed the Bass Lake rentals and tabled the conversation for a future date.

**Comments from the Audience**—There was discussion from the audience about additional pump(s) being added to Bass Lake. Further discussion was tabled.

Director Broadstreet made a motion to adjourn the meeting, Director Blais seconded. Motion carried. The next meeting will be January 11, 2021 at 6:00 p.m. at the BLPOA building.