



## Bass Lake Conservancy District Meeting December 13, 2021

### AGENDA:

- Pledge of Allegiance
- Roll Call
- Swear in District I
- Minutes
- Bills
- Plant Manager'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-phone                      Plant Manager Tom Jordan  
Vice Chairman Larry Collura  
Director Jerry Broadstreet                      Attorney Christian Bartholomew  
Director Russ Blais                      Director Melissa Long

ABSENT: District Office Coordinator Tabitha Dillner

**Swear In District I** – Attorney Bartholomew swore in Melissa Long for District I.

**Minutes** – The reading of the minutes from the meeting was waived and Director Blais made a motion to approve the minutes from the November 8, 2021 meeting, Director Broadstreet seconded. Motion carried.

**Financials** –Chairman Novello presented the November financial report. The fund balances exceed the minimum reserve requirements by \$2,407,114 and the total receipts have exceeded the total expenditures to date by \$145,234. Unmetered collections are \$6,962 over budget and total operating expenditures are under budget by \$33,538. Vice Chairman Collura made a motion to approve the financial report from November 2021, Director Blais seconded. Motion carried.

Bills to be paid:

NIPSCO	\$ 170.53	Monthly plant
NIPSCO	\$ 587.67	Monthly lift stations
NIPSCO	\$ 1,688.25	Monthly lake pump
CenturyLink	\$ 178.15	Monthly phone
TCU Credit Card	\$ 1,938.92	Monthly credit card
TCU Invoice	\$ 118.30	Monthly bank fees
PrimePay-Payroll	\$ 4,825.78	Bi-weekly payroll – 11/1/2021 – 11/14/2021
PrimePay-Payroll	\$ 4,535.25	Bi-weekly payroll – 11/15/2021 – 11/28/2021

PrimePay-Payroll	\$ 372.47	Bi-weekly T.Jordan Overtime – 11/15/2021 – 11/28/2021
PrimePay-Invoice	\$ 187.63	Monthly service charges
Apheus	\$ 137.00	Monthly computer fee
Baker Tilly	\$ 1,840.00	Monthly accounting fee
Burke, Costanza & Carberry	\$ 2,497.50	Monthly attorney fee
Wildman	\$ 74.24	Monthly office supplies/services
Northern IN Wildlife	\$ 450.00	Monthly trapper fee
Starke County Chamber	\$ 95.00	Annual chamber membership fee
David Bennett	\$ 34.10	Refund-sold home with credit
Smith Farm Store	\$ 9.96	BLCD plant supplies
Gene Novello	\$ 500.00	Meeting attendance-5 months
Larry Collura	\$ 500.00	Meeting attendance-5 months
Jerry Broadstreet	\$ 1,300.00	Meeting attendance-13 months
Russ Blais	\$ 1,300.00	Meeting attendance-13 months
Melissa Long	\$ 100.00	Meeting attendance-1 month

Director Blais made a motion to approve the bills as presented noting each payee, the dollar amounts, and purpose were read into the December 13, 2021 minutes, Director Broadstreet seconded. Motion carried.

**Plant Manager's Report**—Plant Manager Jordan reported that there was 1.06 inches of precipitation for November. And 33 million gallons a day were pumped into the lake for November. Plant Manager Jordan mentioned that liftstation F was hit in a car accident which has been reported to the police and insurance company to take care of. It is pumping fine but does need some work on it. Plant Manager Jordan let the board know the liftstation generators were supposed to be in October 2021 but as of current we don't know when they will be in.

**District Office Coordinator's Comments**—Office Coordinator Dillner was absent with covid.

**Attorney's Comments**—Attorney Bartholomew stated that BCC office did receive proof that homeowner Zavodny received the certified letter but have not heard from him.

**Comments from the Board**—Chairman Novello stated that an executive session needed to be scheduled in January for employee review. Director Broadstreet made a motion to have an executive session one hour before the regular scheduled meeting held on January 10, 2022, Director Long seconded. Motion carried.

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

Director Broadstreet made a motion to adjourn the meeting, Director Blais seconded. Motion carried. The next meeting will be January 10, 2021 at 6:00 p.m. at the BLPOA building for regularly scheduled meeting.