



# Bass Lake Conservancy District Meeting December 11, 2023

**AGENDA:**

- Pledge of Allegiance
- Roll Call
- Minutes
- Financial Report
- Bills
- Territorial Engineer Contract
- Employee Reviews
- Rate Ordinance
- 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  
 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 13, 2023 meeting, Director Broadstreet seconded. Motion carried.

**Financials** – Chairman Gene Novello presented the November financial report. The fund balances exceed the minimum reserve requirements by \$2,449,819 and the total receipts have exceeded the total expenditures to date by \$66,042. Unmetered collections are over budget by \$2,597. Total operating expenditures are under budget by \$225,539. Vice Chairman Collura made a motion to approve the financial report from November 2023, Director Broadstreet seconded. Motion carried.

Bills to be paid:

NIPSCO	\$ 743.35	Monthly lift stations
NIPSCO	\$ 1,560.82	Monthly lake pump
Brightspeed	\$ 197.77	Monthly phone
HWC	\$ 258.00	Monthly computer fee
Everwise	\$ 2,392.74	Monthly credit card
Everwise	\$ 125.65	Monthly invoice
PrimePay-Payroll	\$ 6,106.59	Bi-weekly payroll – 10/30/2023 – 11/12/2023

PrimePay-Payroll	\$ 5,901.90	Bi-weekly payroll – 11/13/2023 – 11/26/2023
PimePay-Invoice	\$ 237.07	Monthly service charge
Tabitha Dillner	\$ 644.52	2023 Mileage reimbursement – 1/4/2023 – 12/5/2023
Indiana 811	\$ 27.55	Monthly locates
Fourway.net	\$ 1,748.89	Annual internet fee
Flow-tech	\$ 460.00	Liftstation C alarm system repair
Travelers Insurance	\$ 190.00	Difference in truck insurance coverage
Cummins	\$ 515.47	‘J’ Liftstation generator repair
Terry Truck	\$ 8,980.71	Snowplow, crane, & running boards on truck

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 11, 2023 minutes, Director Blais seconded. Motion carried.

**Territorial Engineer Contract**—After review and discussion from Board, Vice Chairman Collura made a motion to approve the 2024 contract and fee schedule from Territorial Engineer. Director Blais seconded. Motion carried.

**Employee Reviews**— Chairman Novello stated that the reviews were done in the Executive Session with both employees to receive a 6% raise for 2024. Vice Chairman Collura made a motion to approve the 2024 employee reviews with the raises. Director Broadstreet seconded. Motion carried.

**Rate Ordinance**— Attorney Bartholomew presented to the Board the Rate Ordinance. Vice Chairman Collura made a motion to approve the public hearing for the new rate ordinance at the January 8, 2024 meeting. Director Broadstreet seconded. Motion carried.

**Plant Manager’s Report**—Plant Manager Jordan reported that there was .55 inches of precipitation for November and the lake pump pumped 30.0 million gallons into the lake. Plant Manager Jordan stated that the truck is complete with the snowplow hookup, running boards and the crane. Plant Manager Jordan presented the Board with a proposal for a truck cap. After discussion from the Board, Vice Chairman Collura mad a motion to approve the truck cap addition for the total of \$2,204. Director Broadstreet seconded. Motion carried. Plant Manager Jordan stated that more research is being done on the Fish Hatchery/Purdue’s connection to the BLCD system.

**District Office Coordinator’s Comments**—Office Coordinator Dillner stated that 22 liens had been filed in October for the total of \$3,920.00. Also, the fall tax bill was paid towards liens totaling \$7,470.18.

**Attorney’s Comments**— Nothing additional to add.

**Comments from the Board**—Nothing additional to add.

**Comments from the Audience**—Nothing additional to add.

Director Blais made a motion to adjourn the meeting, Director Broadstreet seconded. Motion carried. The next meeting will be January 8, 2024 at 6:00 p.m. at the BLPOA building for the regularly scheduled meeting.