

Bass Lake Conservancy District Meeting February 12, 2024

AGENDA:

- Pledge of Allegiance
- Roll Call
- Minutes
- Financial Report (budget & audit discussion)
- Bills
- Porta Potty Fee
- 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 Director Melissa Long

Vice Chairman Larry Collura Plant Manager Tom Jordan

Director Jerry Broadstreet District Office Coordinator Tabitha Dillner-via phone

Director Russ Blais Attorney Christian Bartholomew

Guest Speaker-Rob Barr from Baker Tilly Accounting Firm

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 January 8, 2024 meeting, Director Broadstreet seconded. Motion carried.

Financials – Baker Tilly accountant, Rob Barr, presented the January financial report. The fund balances exceed the minimum reserve requirements by \$2,495,681 and the total receipts have exceeded the total expenditures to date by \$29,368. Unmetered collections are over budget by \$10,763. Total operating expenditures are under budget by \$35,504. Vice Chairman Collura made a motion to approve the financial report from January 2024, Director Blais seconded. Motion carried. Baker Tilly representative, Rob Barr, presented a draft of the 2024 budget to the Board and after some discussions of some minor changes, it was decided that the 2024 budget will be reviewed again at the next meeting for approval. Baker Tilly representative, Rob Barr, also stated that the State Board of Accounts Audit was moving along smoothly.

Bills to be paid:

NIPSCO	\$ 291.15	Monthly plant
NIPSCO	\$ 1,076.31	Monthly lift stations
NIPSCO	\$ 1,925.53	Monthly lake pump
Brightspeed	\$ 196.49	Monthly phone
HWC	\$ 258.00	Monthly computer fee
Everwise Credit Union	\$ 2,932.50	Monthly credit card-december

Everwise Credit Union	\$ 4,816.98	Monthly credit card-january
Everwise Credit Union	\$ 125.80	Monthly invoice
PrimePay-Payroll	\$ 5,850.53	Bi-weekly payroll – 12/25/2023 – 1/7/2024
PrimePay-Payroll	\$ 6,619.35	Bi-weekly payroll – 1/6/2024 – 1/19/2024
PimePay-Invoice	\$ 396.17	Monthly service charge
Baker Tilly	\$ 1,950.00	Monthly accounting fee
Indiana 811	\$ 18.05	Monthly locates-december
Tabitha Dillner	\$ 101.84	Monthly mileage
BBC	\$ 1,887.50	Monthly attorney fee-september
BBC	\$ 2,275.00	Monthly attorney fee-october
BBC	\$ 2,800.00	Monthly attorney fee-november
BBC	\$ 1,222.31	Monthly attorney fee-december
Smith Farm Store	\$ 60.10	Plant supplies
DNR	\$ 20.00	Annual permit fee for weed treatment
Merri Kotwicki	\$ 170.50	Sold home with credit
IDEM	\$ 810.00	Annual permit fee
Starke Co. Co-Op	\$ 648.88	Propane for plant
Linda Sabatini	\$ 204.60	Sold home with credit
Dawn Gesky	\$ 170.50	Sold home with credit

Vice Chairman Collura made a motion to approve the bills as presented noting each payee, the dollar amounts, and purpose were read into the February 12, 2024 minutes, Director Broadstreet seconded. Motion carried.

Porta Potty Fee— Vice Chairman Collura stated that other Conservancy Districts charge when porta pot installations are investigated. After some discussion, the Board decided not to implement this for our District.

Rate Ordinance—Attorney Bartholomew stated that he will work with the office staff and the Board to construct a letter that will go to the homeowners of the rate changes. Attorney Bartholomew requested that Baker Tilly research if anything additional is needed to report to the Indiana Utility Regulatory Commission for the rate changes.

Plant Manager's Report—Plant Manager Jordan reported that there was 4.14 inches of precipitation for January, the lake pump pumped 14.0 million gallons into the lake and the lake is 5 inches below normal. The lake pump had been turned off for two weeks while the lake was frozen but turned back on as soon as the lake thawed out. Plant Manager Jordan presented the board with a quote for upgrading the drives around the lagoons. Vice Chairman Collura made a motion to approve this upgrade for the cost of \$4,000, Director Broadstreet seconded. Motion carried.

District Office Coordinator's Comments—Office Coordinator Dillner stated that 15 liens were filed in January for a total of \$2,434.60.

Attorney's Comments—Attorney Bartholomew stated that he investigated the districts use of multiple financial institutions and that the state law does allow it, but it does generally call for the use of a financial institution within the county, with exceptions when the county has no financial institutions or just one. Attorney Bartholomew requested that Baker Tilly have one of their people look into the matter and have the information for the next meeting.

Comments from the Board—Vice Chairman Collura mentioned his concern for the weeds at the public launch. Director Broadstreet stated that the DNR controls that. Vice Chairman Collura stated that the required emails for BLCD staff and Board members with the extension in gov is with each member to

keep active. For the Board members HWC has it set up so that anything coming to that email will be forwarded to the individual Board members personal email, so they receive it. Since Director Broadstreet has no email that his will come to the office and relayed to him on anything incoming.

Comments from the Audience—Homeowner questioned if he has a garage that is hooked to his house would he be charged. The Board stated that if it is a separate building it would be a separate bill.

Vice Chairman Collura made a motion to adjourn the meeting, Director Broadstreet seconded. Motion carried. The next meeting will be March 11, 2024 at 6:00 p.m. at the BLPOA building for the regularly scheduled meeting.