

**BASS LAKE CONSERVANCY  
DISTRICT MEETING  
APRIL 20, 2015**

PRESENT: President Gene Novello Vice President Larry Collura  
 Director Ray Mix Director Russ Blais  
 Director Jerry Broadstreet Plant Manager Tom Jordan  
 Attorney Ethan Lowe Office Assistant Mariann Gappa  
 Engineer Lee Nagai

ABSENT: CPA Firm, Umbaugh & Associates Jeff Rowe (not required to attend)

President Novello called the meeting to order at 6:00 P.M., followed by the Pledge of Allegiance.

Concerning the Marks/Craigmile Ditch Bank Restoration Project, Engineer Lee Nagai stated there are still 12-15 stumps in a swampy area that need to be removed. Director Mix stated he thought everything was to be done by the April meeting but that hasn't happened due to the weather. Engineer Nagai said the retainer has not been paid and will not be paid until the seeding is done and everything is okay. Plant Manager Jordan said the signs still need to be posted. Engineer Nagai stated the work so far looks good.

Vice President Collura made a motion to accept the minutes from the March 16, 2015 meeting and Director Broadstreet seconded. Motion carried.

President Novello presented the financial report. There are no outstanding checks and the District is right on track financially. The next principal and interest payment is due in July. The District is a little under budget with income but the liens have not been paid yet. Disbursements are less than budgeted. Director Mix made a motion to accept the financial report and Director Blais seconded. Motion carried.

Bills to be paid:

Umbaugh & Associates	\$1665.00(March)
NIPSCO	\$91.62(Bldg. Pump)
NIPSCO	\$467.76(lift stations)
NIPSCO	\$150.45(Water Pump)
TCU	\$50.60(ACH network access & entry fees)
TCU	\$313.43(Credit Card)
Century Link	\$45.80
Century Link	\$185.41
Element	\$83.00(Testing-March)
Prime Pay	\$104.68(March Services)
Prime Pay	\$3729.06(3/20/2015)
Prime Pay	\$3476.32(4/3//2015)
Prime Pay	\$2939.91(4/17/2015)
Mariann Gappa	\$6.10(Postage)
Smith Farm Store	\$15.96(Key & Wrench Comb)
NAPA	\$12.51

Flow-Technics, Inc.	\$4,775.00(Pump & Installation-Lift Station C)
USA Blue Book	\$103.24(Tracing Dye)
USA Blue Book	\$43.41(Media Plates)
Blachly,Tabor,Bozik,Hartman	\$2,225.75(Jan., Feb.)
Gene Novello	\$500.00
Starke Co. Co-op	\$346.74(Diesel)
Kevin's Carpet Cleaning	\$150.00(Office Floor)
Wayne's Lube	\$44.95(Oil Change & Service)
Quill	\$303.07(Toner, Cartridge)
Quill	\$72.99(Shelf)

Vice President Collura asked about the bill for the water pump and Plant Manager Jordan replied that it was an estimated bill and that the remote reader has been added. Director Mix asked what Lift Station the Flow-Technics bill covered. Plant Manager replied that it was for Lift Station C. Director Blais made a motion to approve the bills and Director Mix seconded. Motion carried.

Plant Manager Jordan stated he needed a \$50.00 check for IDEM for a 5 year permit for discharge elimination. Vice President Collura made a motion to approve the check, Director Blais seconded. Motion carried.

Vice President Collura stated he had received some negative feedback from 2 accounts (4902 and 4672 CR210) about someone asking questions about their garages and neighbors properties. The person in question told the homeowners he had authority to view their garages. Vice President Collura stated the only one with authority to view the properties is Plant Manager Jordan and he arrives in the BLCD truck with the logo on the side. Director Mix admitted he had looked at some garages that might have had living space above them. President Novello stated that no one without BLCD identification should be visiting homeowners and asking to view their property. Plant Manager Jordan asked about the second list with questionable monthly charges and President Novello told him to try to determine by as-builts and maps if the charges were valid or not. President Novello stated BLCD would have to give advance notice before going onto homeowner's property.

Director Broadstreet reported on the LARE update. BLCD received the grant and will receive \$18,800 toward the elimination of milfoil. The grant will be used to pay 80% of the weed treatment cost, with the balance of 20% paid by the BLCD. If all the grant money is used the cost of any further treatment will be the responsibility of the BLCD. He also stated the water is 1 ½ inches over the dam. The grant is only for invasive weeds, not native weeds. Audience member Jerry Taylor asked if the lake had been surveyed for weeds and Director Broadstreet replied that the surveying is usually done in late April or early May. He attends a meeting in the fall with the DNR and then they speculate on what the lake will need next year and this is what the grants are based on.

Director Broadstreet stated he had bids from 3 companies for aquatic control proposals. Bass Lake is a state owned lake so he has to work with the DNR to meet state standards for the grants. Director Broadstreet explained that all 3 bids were basically the same. He recommended that BLCD go with Aquatic Control because they have taken care of the lake for the last several years and their bid is the lowest. Vice President Collura made a motion to go with Aquatic Control for

lake mapping, herbicide treatment and weed control. Director Blais seconded and motion carried. President Novello commended Director Broadstreet on his good work with weed control.

Plant Manager Jordan stated the water pump should be pumping about 2 million gallons per day but is now pumping about 1.25 gallons. It was recommended to put a gauge on the pump to see exactly how much water is pumped. The pump has not been cleaned in many years. Director Broadstreet stated the well was put in by the property owner's association in 1964 and the flow meter was installed in 2002. Plant Manager Jordan will get the necessary information as soon as possible to the Directors. Dalton Davis will check the gauge when installed.

Plant Manager Jordan reported that he had received a permit from the county for a new home at 6133 S SR 10. The previous home had burned and Plant Manager Jordan could not find any record of it being in our system so monthly bills were never issued. The previous home had been hooked up with the home at 6137 S SR 10 on only 1 tap-in. He asked the Board about charging for a new tap-in fee and monthly bills. President Novello stated that BLCD could not collect past fees but he felt that a tap-in fee should be charged for the new home since it had never been paid before. Director Mix stated a camera should be used to determine the line size and if the connection is still okay. Plant Manager Jordan stated that a camera crew will be here next Monday and he can have 6133 also inspected at that time. It was decided to use the camera to determine the size of the pipes. Once the size of the pipe is known, then the homeowner can decide what to do next. Director Mix made a motion to have Plant Manager Jordan inspect the lines and then issue a permit after the tap fee is paid so the homeowner can proceed. Director Blais seconded, motion carried.

Plant Manager Jordan reported that Dennis Peters is the owner of 5050 and 5055 S SR 10. The Bamboo Lounge was formerly on the 5055 property. Mr. Peters wants to build a home on that property. He is currently paying \$101.91 per month because 5050 is a duplex. Since 1998 the connection was added to his 5055 account. Mr. Peters stated he had demolished the burned out Bamboo Lounge but continued to pay the monthly fee so he could eventually build there. The building across the street (5050) was added to the bill. At that time the building was a small one-bedroom, one bath structure. The second part of the building was added in 2006. In Feb. he received a notice that he was paying the wrong rate. Mr. Peters asked the Board to waive the tap-in fee because he thought he was paying for 5055 all this time. Attorney Lowe stated that Mr. Peters should be paying \$101.91 for the duplex at 5050 and a maintenance fee of \$48.25 at 5055. President Novello stated that Mr. Peters has been getting a break for several years because he was not being charged a maintenance fee for 5055. Mr. Peters disagreed. He stated that he was told the \$101.91 was to cover both 5055 and 5050. Vice President Collura stated the monthly fees need to be changed now to reflect the maintenance fee. After much discussion, Vice President Collura made a motion to change the billing from 5055 to 5050 for \$101.91. Director Blais seconded, motion carried. Vice President Collura made another motion to charge the tap-in fee of \$3700 for 5055. Plant Manager Jordan stated 5055 should also be billed \$48.25 monthly maintenance. Attorney Lowe stated that Mr. Peters should not be paying both the tap-in fee and the maintenance fee. The tap-in fee is in lieu of the maintenance fee which was not paid. Director Blais seconded the motion. 3 Directors voted in favor of the motion and Directors Mix and Broadstreet opposed. Motion carried.

Vice President Collura researched the computer server system and he decided that it's not worth the money BLCD would have to spend to utilize the system. He also stated that BLCD should have an .org domain instead of a .com. The .org system would have tax benefits of software and

would only cost \$2.00 per month per computer system. Mark Dillner came in and worked on the computer back-up system but Vice President Collura asked if he should look into a different back-up system and if BLCD wanted to change to an .org domain. The Board agreed that this would be a good idea so Vice President Collura will continue to work on a new domain and back-up system.

Attorney Lowe stated the annual elections are coming up soon. District 1 (Ray Mix) and the At-Large Directorship (Russ Blais) are scheduled for elections. District 1 is a 4 year term and the At-Large Directorship is a 3 year term because Joe Ippolito resigned and Russ Blais was named to that position until the next election. Attorney Lowe stated the annual election has to be held on June 27 or 28, July 5, or July 11 this year. President Novello made a motion to hold the election on June 27, Vice President Collura seconded, motion carried. Director Mix excused himself from voting. The legal notice will be posted between April 26 and May 1 by Attorney Lowe. Attorney Lowe also stated that a contested election must have absentee ballots. Director Blais made a motion to provide absentee ballots, Vice President Collura seconded, motion carried. Nominating petitions are due by May 31. Attorney Lowe will mail nominating petitions to Directors Mix and Blais and send some to the BLCD office for interested parties to pick up.

Office Assistant Gappa presented 2 requests for Port-a-Potties. The Bass Lake Festival committee requested permits for 7 to be placed at various locations during the Festival of July 24, 25, and 26.

James Miller requested a permit for Boa Shores from May 22 until Sept 8 to be placed at the Boa Shores Beach. Mr. Kraftor will provide a copy of the Boa Shores minutes authorizing a Port-a-Potty placement at the next BLCD meeting. Director Mix stated that a Port-a-Potty at 3780 S 625 E does not conform to BLCD standards because it is not anchored down. Plant Manager Jordan said he called Johnny-on-the-Spot to take care of it.

President Novello stated the 5 Year Plan is open to any suggestions from homeowners. The budget is projected until 2021 and the bond is paid off in 2017. This is an attempt to show expenses after the bond is paid off as the system will be 20 years old at that time. Director Mix stated that all the things on the 5-Year Plan could not be accomplished in 5 years, but it is a start. Director Broadstreet objected to the plan to dredge the lake. Director Mix stated this was just a study and he didn't want to dredge the whole lake but to take care of the springs. President Novello said he would continue to work on the financial aspects of the 5-Year Plan. It was decided to table it for now. Vice President Collura commented that Plant Manager Jordan does a very good job maintaining the working of the system and that helps to keep the cost in check. Plant Manager Jordan then stated that the lift stations need to be cleaned in the fall. He also stated the old truck should be sold outright instead of traded in. The cost of transferring the plow would be about \$1500 and would save about \$3500 on the cost of a new plow. Director Mix made a motion to purchase a new truck from Cambe Chevrolet in Knox, Vice President Collura seconded, motion carried. Director Mix made a motion to dispose of the old truck according to legal standards after the new truck is purchased and equipment transferred. Director Blais seconded, motion carried.

President Novello reported on the billing and payment system. He stated that BLCD is looking to eventually standardize the accounts receivable and accounts payable system. The cost would be between \$20,000 and \$25,000 annually. He also said this is probably step 2 of a 10 step program.

Another advantage to this program would be the electronic payment of bills so that finding some-one to sign the checks would not be necessary.

Other Business—Director Broadstreet commented on Plant Manager Jordan’s position as an independent contractor for BLCD. Plant Manager Jordan stated he would like to become an employee of BLCD if the Board agrees. Attorney Lowe thought this was a direction the Board should consider taking for legal reasons. Attorney Lowe will contact the BLCD accountant to start the process.

Tom Jordan’s Report—A camera will be used on the lines at Rivera Court on April 27. Dennis Kraftor purchased the property at 3831 Woodland and is asking for the maintenance fee as the house is not livable and he has no intention of using the house. He bought the property for the use of the garage. He has not received a bill yet as money was still owed by the former owner for Feb. The Board waived the \$30.00 owed and Office Assistant Gappa will send him a bill for March and April. President Novello made a motion to charge Mr. Kraftor the maintenance fee of \$48.25, Director Blais seconded, motion carried. There was less than 1 inch of rain in March. Plant Manager Jordan has to check the ditch every day for the discharge. So far in April there has been 1 ½ inches of rain.

Comments from Office Assistant--Office Assistant Gappa asked the Board for help in dealing with liens and certs if this is to be part of her job. Keystone Training is available on-site for \$720.00 with travel expenses of \$120.00 or training at Keystone is \$560.00. The Board decided to have Keystone come to Bass Lake. A check was received for land rental on 3/24/2015 for \$21,000. An-other check was deposited electronically from the DNR for \$4,000. The county is starting direct deposit and needs a voided deposit slip if the Board wants to receive the lien money this way. The 4-H Fair is asking for donations. The Board declined this. The office floor looks good after it was stripped and waxed after a few years of neglect.

Comment from the Board—Director Blais thought a doorbell would be a good idea for the office building as he had to call in before he was noticed outside. He donated a doorbell that he had purchased. Director Mix asked for a copy of the Bass Lake Study that was done in 2002 by the BLPOA. Director Broadstreet stated he had the copy and he would return it to the office.

Comment from the Audience—Dennis Kraftor stated he is on the BLPOA Board and they are considering replacing the sign outside of the building. The cost for a better sign is \$5800 and the BLPOA would welcome help from BLCD in paying for it.

Vice President Collura made a motion to adjourn the meeting at 8:25. Director Broadstreet seconded, motion carried. The next meeting is at 6:00 p.m. on Monday, May 18, 2015.