

**BASS LAKE CONSERVANCY
DISTRICT MEETING
DECEMBER 17, 2015**

PRESENT: President Gene Novello
Director Jerry Broadstreet
Director Dennis Kraftor
Office Assistant Mariann Gappa
Engineer Lee Nagai

Vice President Larry Collura
Director Russ Blais
Attorney Ethan Lowe
Plant Manager Tom Jordan

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

President Gene Novello called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

The reading of the minutes was waived and Director Kraftor made a motion to approve the minutes, Director Broadstreet seconded. Motion carried.

President Novello gave the financial report. The minimum required balance is over by \$940,548 and the next bond payment is due 1/1/2016. The total receipts have exceeded total expenditures to date by \$67,683. Unmetered collections are \$12,197 over budget. Total operating expenditures are under budget by \$12,666. Under Non-Operating Receipts, Miscellaneous Income is over budget by \$25,373. In July, Indiana paid the district \$14,000 for weed control and in November the district sold a truck for \$9,875.00. President Novello suggested a meeting to begin working on the 5 year plan. Vice President Collura asked if the bond payment had been made yet and President Novello stated that it would be paid in the next week. Vice President Collura made a motion to approve the financial statement as presented, Director Broadstreet seconded. Motion carried.

President Novello stated that Bill.com has made it very easy for him to approve the bills so they are paid promptly.

Bills to be paid:

NIPSCO	\$111.24(Bldg. Pump)
NIPSCO	\$320.23(Lift Stations)
NIPSCO	\$197.25(Pump)
Century Link	\$93.22
Century Link	\$381.66
Prime Pay	\$106.25
Prime Pay	\$3351.83(11/27/15)
Prime Pay	\$3218.61(12/11/15)
Umbaugh	\$1665.00(November)
TCU	\$53.45(November)
TCU	\$1336.13(Credit Card)
Smith's Farm Store	\$42.46(Misc. Supplies)
NAPA	\$12.48(UPS)

Webb Printing	\$130.00(Envelopes)
Jerry Broadstreet	\$800.00
Dennis KRAFTOR	\$600.00
Larry Collura	\$300.00
Gene Novello	\$400.00
Russ Blais	\$1300.00
Mariann Gappa	\$1008.00(82 Lien Releases)
D.S.&S.	\$400.00(Sewer Service)
Starke County Chamber	\$85.00(Annual Dues)
Key Bank	\$36.00(Safe Deposit Box Fee)
Npes	\$2590.00(Engineer Fees—5 Months)
Blachy,Tabor,Bozik	\$1064.28(Attorney Fees)
Element	\$140.00

It was suggested that Office Assistant Gappa’s name be placed on the BLCD credit card so she could use this when processing liens and releases at the Courthouse. Director KRAFTOR made a motion to approve the bills as presented, Vice President Collura seconded. Motion carried.

Website Update –Vice President Collura is creating some files for BLCD. He is renewing the old Domain Name www.basslakeconservancydistrict.com with “Go Daddy” for 2016 at a cost of less than \$20.00 for the year. President Novello will send him the 5-Year Plan for posting on the website. The calendar for 2016 is already loaded with the standard dates. Vice President Collura would also like to add all the BLCD ordinances to the website. President Novello asked Attorney Lowe if he had a copy of all the ordinances. President Novello was not pleased with the copy of ordinances he received and hoped there was a better copy somewhere. He felt they should be reviewed before adding to the website. There are only 5 ordinances on the website now. It was suggested that an ordinance review should be conducted in 2016.

LARE Update—Vice President Collura will check with LARE to see if he can get a copy of last year’s report so he file the 2016 report.

Tom Jordan’s Report – Plant Manager Jordan reported that the Dunham’s at 4006 S 625 E paid for their tap-on. Mary Liedky at 6047 S SR 10 has contacted a couple of contractors about her property but she is in Texas now so nothing is being done currently. Attorney Lowe stated that a letter should be sent and he will work on it. Plant Manager Jordan replied that she stated the work would be done and it is in the minutes of the meeting she attended.

The water pump is off and 23 million gallons were pumped in 17 days. Davis is aware the pump is off so they can pull the meter and repair it.

Plant Manager Jordan asked if there was any response about Lift Station J and Attorney Lowe replied no, so Plant Manager Jordan will go ahead with the plans to move the generator there.

Plant Manager Jordan stated he has several vacation days coming and he is trying to take them. The Board decided he can carry them over to 2016 but should probably use them before the Summer season

Attorney's Comments – Attorney Lowe stated that the conflict of interest form for the truck had been filed and Director Broadstreet and Office Manager Gappa would both receive copies.

Office Assistant's Comments – Office Assistant Gappa reported that she filed 82 lien releases for a total of \$24,373.96 that was received from the County from the November tax payments. 3 new accounts were set up since the last meeting. Director Broadstreet offered the use of some storage shelves so boxes currently on the floor of the BLCD building can be stored better and filed in order. She asked about a bill from Boyce Systems covering a software Disaster Recovery Service Renewal for \$275.00 and was told to pay the bill.

Audience Comments – Margaret Kennedy of 4650 S CR 210 explained about the history of her property and why one sewer line is serving 2 houses. At the time the sewers were installed, she was encouraged by a BLCD Board member to only use one line for the 2 houses and told she would get a discount for the one line. She questioned the fact that she will now have to pay more per month for a house that hasn't been used for 6 years. It was explained by Attorney Lowe that the city of Knox set up the billing system and they gave discounts to property owners with more than one house on the property even though that did not meet the BLCD ordinances. It was stated that the second house could be disconnected and a maintenance fee charged, but then a tap-on fee would have to be paid if the second house was used again or sold. Ms. Kennedy said she would pay the higher fee.

Engineer's Report—Engineer Nagai stated that he and Plant Manager Jordan will be working on moving the generator to Lift Station J. He also said he would check out the force main.

Director Blais made a motion to adjourn the meeting, Director Broadstreet seconded. Motion carried. The next meeting is at 6:00p.m. on Monday, January 18, 2016 at the BLPOA building.