

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

PRESENT:	President Gene Novello	Vice President Larry Collura
	Director Jerry Broadstreet	Director Russ Blais
	Director Dennis Kraftor	Attorney Ethan Lowe
	Office Assistant Mariann Gappa	Plant Manager Tom Jordan

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

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

Attorney Lowe administered the oath of office to Director Dennis Kraftor and Director Russ Blais. Director Kraftor will serve a 4 year term ending in 2019 and Director Blais will serve a 3 year term ending in 2018 (the result of Joe Ippolito resignation).

Director Broadstreet nominated Director Gene Novello as President of the BLCD Board, Director Blais seconded. Director Novello voted in as President. Director Broadstreet nominated Director Collura as Vice President, Director Novello seconded. Director Collura was voted in as Vice President.

Attorney Lowe stated that the Starke County Circuit Court requires an annual report from BLCD concerning a financial report and monthly meeting minutes within 30 days of the annual meeting and he will file that report shortly.

Vice President Collura made a motion to approve the June 15, 2015 meeting minutes and Director Broadstreet seconded. Motion carried. Vice President Collura made a motion to approve the Executive Session minutes from the June 15, 2015 meeting and Director Blais seconded. Motion carried.

President Novello gave the financial report. The total fund balances exceed the minimum by \$933,033. The total bank balance is \$1,622,517.49 minus 2 outstanding checks and the balance has fallen due to the bond payment made in July. The actual cash is behind budget and BLCD is waiting on some lien payments. Total operating disbursements are under budget by \$25,282. Director Blais made a motion to approve the financials and Director Broadstreet seconded. Motion carried.

Office Assistant Gappa presented the new form that will eliminate all of the Directors having to sign the approvals. The only Director that will have to sign the approvals is the one who signs the checks.

Bills to be paid:

NIPSCO	\$129.72(Bldg. Pump)
NIPSCO	\$473.49(Lift Stations)
Century Link	\$45.87
Century Link	\$185.78
NIPSCO	\$12.56(Pump)
Element	\$96.00(Testing-June)
Prime Pay	\$152.94(June Services)
Prime Pay	\$1398.40(06/26/2015)
Prime Pay	\$2533.11(06/26/2015)
Prime Pay	\$3300.04(07/10/2015)
HML, Inc.	\$90.00(6/18,6/26,7/2)
Cambe Chevrolet	\$32,335.50(New Truck)
State Revolving Fund Loan	\$264,860.00(Bond)
G & T Services	\$1,000.00(Bare Ground Treatment)
TCU	\$416.89(Credit Card)
TCU	\$51.65(ACH Fees)
Larr & Co.	\$466.00(Cleanouts)
Larr & Co.	\$803.62(Risers)
Umbaugh	\$1,665.00(June, 2015)
Blackly, Tabor, Bozik	\$2,612.79(2 Months)
Johnson's Building Supplies	\$34.24
GIS	\$1177.00(Truck Insurance)
GIS	\$9,501.00(Insurance Renewal)
Greenmark	\$440.13(Mower Repair)
Lindco	\$86.00(Truck Misc.)
Lindco	\$6,252.50(Truck Misc.)
NAPA	\$231.14(Truck Misc.)
Quill	\$124.34(Office Supplies)
Quill	\$16.99(Office Supplies)
Quill	\$66.49(Office ups system)
Quill	\$171.99(CREDIT on Laserjet ctg.)
Smith's Farm Store	\$117.89(Misc. Supplies)
ADT	\$821.55(Security)

Vice President Collura questioned the ADT bill for security. Plant Manager Jordan will check into the ADT coverage. President Novello suggested that BLCD look into possible bids for insurance coverage for next year.

Vice President Collura made a motion to approve the bills for payment as presented and he approves the new form and Director Blais seconded. Motion carried.

User Fees – Plant Manager Jordan stated he has not taken pictures of the trailers in question yet but he will do that so nothing was decided about the user fees.

Dam Report – Vice President Collura and Director Blais attended the annual BLPOA meeting earlier in July. Brad Baldwin representing the Water Planning Project Development Vision of Water, Indiana Department of Natural Resources attended the meeting with another man

representing his boss who could not attend. Mr. Baldwin made a presentation of the Dam project with a target date of 2016. Vice President Collura invited him to attend a BLCD meeting to inform the BLCD Board of the plans. He will come in either August or September. Directors Blais and Broadstreet met with the BLPOA President and Bill Sonnemaker to get some history of the Dam. Vice President Collura stated there is a marker in place with the height elevation of the dam that was set by the state and mandated by the Circuit Court. Bill Sonnemaker also shared the information that the road that goes around the “pocket” area is a back-up for the dam and it holds back the water if the dam overflows. Vice President Collura has a copy of the court order. President Novello stated that the elevation of the dam is a very hot subject with 33% of homeowners wanting the dam raised, 33% wanting it lowered and the other 33% want it left alone. Director Kraftor stated the DNR wanted to keep it at the current level. Vice President Collura stated there are some structural issues with the current retaining wall. Director Broadstreet happened to meet some DNR people at dam and the engineer told him what the DNR plans are for the dam. The engineer stated that the BLPOA has to approve the plans and the level cannot be changed due to the court order. Attorney Lowe stated that a petition would have to be filed with the Starke County Circuit Court in order to change the lake level. Homeowner Ray Grajewski (6027 SR 10) shared that some of his neighbors have flooded areas and they are not in a flood plain and he would be opposed to changing the dam level.

4788 CR 210 – Keith Wright stated the septic system at his Mother’s house has been clogged up with pine tree roots and it was installed about the same time that the sewers were put in. His Mother was excluded from having to install a sewer connection because the property is landlocked and cannot be connected to the system. He wants to have the septic system repaired but he needs permission from BLCD to do this. Plant Manager Jordan stated that the house is 216 feet from the sewer line and in 1999 it was decided to let the Wrights keep their septic system. Attorney Lowe stated that if a motion is made, it should be noted that this is a continuation of temporary exclusion and if events in the future occur then the Board reserves the right to reassess the issue. President Novello made a motion to permit the Wrights to get a permit to take care of their problem and Director Kraftor seconded. Motion carried. Plant Manager Jordan stated he would help with getting the necessary permit.

6027 S SR 10 – Mrs. Grajewski stated that she is worried if the property next door sells before a separate sewer line is put into that property, then they will have trouble getting the new neighbors to change the sewer line. Plant Manager Jordan replied that he had spoken with the owner and it is in the agreement that if the property sells, she will take care of the sewer. He will notify the Grajewski’s when the owner has applied for a permit. The real estate company is aware of the situation.

Website Update – Vice President Collura stated that in the next week or 2, there will be a mock website set up and he will view it and make any necessary adjustments. He will present the plan at the August meeting for approval from the Directors. All employees will have their own individual e-mail addresses.

Tom Jordan’s Report – Plant Manager Jordan suggested that the Board consider moving the generator from the office area to Lift Station J on a permanent basis. When the storm hit 2 years ago, he was unable to get to the plant because of downed trees and this could be a major problem. He has a quote for hooking the generator up permanently at Lift Station J. The generator would require a pad and it would need to be fenced in. It runs on diesel fuel. It would

need to be run every week at a set time. Vice President Collura asked about survey markers and Plant Manager Jordan replied the Engineer Nagai will meet him at the lift station to set up the markers. The area used would be west of the Lift Station by the utility pole. BLCD owns 3 generators. Plant Manager Jordan will confer with Engineer Nagai and get all the information required to proceed with the plan. The Directors are in favor of moving the generator to the Lift Station. Plant Manager Jordan stated that the old plow will not work on the new truck and he has 2 quotes. After discussion, Director Blais made a motion to authorize Plant Manager Jordan to buy a plow and accept Shoemaker's bid, Vice President Collura seconded. Motion carried. Plant Manager Jordan presented a quote from Aquatic Control to treat the weeds in the North pond. President Novello made a motion to accept the quote, Director Broadstreet seconded. Motion carried. An extension of a port-a-potty request was made until the end of August from Dorothy DeSalvo. Director Blais made a motion to grant the request, Director Broadstreet seconded. Motion carried. BLCD was offered \$6500 for the old truck as a trade-in. \$1500 was added for the plow and Plant Manager Jordan felt another \$500 should be added for the crane bringing the total to \$8500. The Blue Book value is between \$7000 and \$7500. It was asked if Board members could bid on the truck and Attorney Lowe stated that this would not be a legal issue as long as the Board member excused himself from the final decision. Director Krafter asked if the state auction would be a better way to dispose of the truck. He recommended that BLCD hold off a price until he can get some more information. Plant Manager Jordan stated there was a problem with Lift Station N because of the heavy rainfall. It ran for 30+ hours one time and then 13 hours straight this last week-end before it caught up. Plant Manager Jordan stated there is a serious infiltration problem. He suggested BLCD do video cleaning this Fall and also smoke testing if nothing is found in the video. He will bring it up again in Sept. So far this month he has recorded 5.5 inches of rain at the plant and 27" so far this year. Last year 20" of precipitation was recorded at this time. It was decided to remind homeowners by e-mails and billing notices not to pump water into the sewers.

Attorney's Comments – Attorney Lowe gave Plant Manager Jordan's signed employment agreement to Office Assistant Gappa for filing in the office.

Office Assistant's Comments – Office Assistant Gappa stated there were 3 new homeowners since the last meeting. She presented a bill from Boyce/Keystone for \$2,275.00 for service for the next year starting in Sept. and was told to submit it for payment. BLCD is still waiting for reimbursement from the state for weed control and she was told to wait until it is received before paying Aquatic Control. Her bond is up for renewal and she was told to renew it and submit the \$300 bill. She also asked to be absent from the office on Aug. 20 and 21 and this was granted. The bill on a property since 2004 has been \$44.25 per month because a trailer was formerly there. The bill should now be \$48.25 as a maintenance fee. After discussion it was decided that some changes should be made after the bond is paid off in 2017 regarding a payment schedule.

Board Members Comments – President Novello remarked that Office Assistant Gappa had received a letter questioning what the monthly payments are used for. He asked if a "canned" letter should be constructed to send out when property owners make this request or if the Directors had any ideas. Attorney Lowe stated this kind of request is a public records request and BLCD has to respond within 7 days that the notice was received and then send out the information within a reasonable period of time. Vice President Collura commented that he thought a "canned" letter might be a good idea. Attorney Lowe stated that he wants to be notified when a request is made and then he will respond accordingly. Office Assistant Gappa

was told to send the financial report to the homeowners and the Directors will consider a “canned” letter that could possibly be posted on the website. Attorney Lowe stated that he would respond to the homeowner and include the financial report.

President Novello asked about the Bass Lake resurfacing project. Plant Manager Jordan replied that he did allow the county to cover the O Lift Station lid at Western and 210 and the county will uncover it if needed.

The visitor log and phone logs were included in the Directors packets.

Vice President Collura commented that the water is tested every Wednesday and results posted on the website.

Vice President Collura also stated that many people are not aware of the EFT program. Office Assistant Gappa stated that letters were sent out in Jan. informing people of the program. Vice President Collura thought that the EFT program should be publicized now and maybe additional letters sent. Director Kraftor asked Attorney Lowe about the form needed for the BLCD information. Attorney Lowe stated that there isn’t an Indiana form and a federal form is not needed at BLCD.

Director Kraftor also asked about a fine for people hooking into the sewer system illegally. Attorney Lowe stated that there is a sewer use ordinance that would allow for a fine, but there isn’t a set rate at this time.

Audience Comments – Mrs. Grajewski asked about the water covering SR 10. Plant Manager Jordan replied that the tile is being replaced along there.

Director Blais made a motion to adjourn the meeting. Director Broadstreet seconded, motion carried. The next meeting is at 6:00 p.m. on Monday, August 17, 2015.