

**BASS LAKE CONSERVANCY
DISTRICT MEETING
JUNE 15, 2015**

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

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.

Director Russ Blais made a motion to accept the minutes from the May 18, 2015 meeting. Vice President Collura seconded, motion carried.

Engineer Nagai has looked into the problem of the county resurfacing the roads and covering the existing manhole covers. He suggested 2 possible solutions to the problem-removing the concrete lid or cutting the asphalt and raising the slab. The location is Western Ave. and CR 210. Starke County Road Superintendent Rik Ritzler stated that the 10 year plan for the county is to pave all the roads around Bass Lake in the next 5 to 6 years and then maintain them after that. The county uses cold mix asphalt. Engineer Nagai inquired if the county could supply a temporary field plate to cover the manhole at Lift Station O. Supt. Ritzler stated the county could fabricate a cover. Plant Manager Jordan inquired about another problem at 625 W toward 210. Supt. Ritzler stated the county would be paving shortly after Labor Day. It is better to pave first and then raise the manhole covers afterwards. Engineer Nagai stated he would continue to work up some estimates and get some more details about raising the covers. He suggested Plant Manager Jordan and Supt. Ritzler work together on the scheduling when dealing with the manhole covers.

Director Mix stated he had an issue with the 6 inch line in Rivera Ct. He stated a larger line is now mandatory in state codes if a manhole is put in. Engineer Nagai replied that BLCD is not ready to do that yet and he would get the required permit from the state when BLCD is ready and it would conform to state standards.

President Novello gave the financial report. The total fund balances exceed the minimum by \$956,827. The total bank balance is \$1,872,454 minus 8 outstanding checks and the collections are about \$1,795 behind at this time. Disbursements are under budget by \$19,189 but weed control has not been paid yet. The bond payment is due 7/1/2015. Director Ray mix made a motion to approve the entire financial report of 5/31/2015 as presented by Umbaugh and Associates. Director Broadstreet seconded, motion carried.

Office Assistant Gappa presented the current bills for approval. Director Blais made a motion to approve the bills for payment as presented. Vice President Collura seconded, motion carried.

Bills to be paid:

Umbaugh & Associates	\$1665.00(May)
NIPSCO	\$271.74(Bldg. Pump)
NIPSCO	\$404.92(lift stations)
TCU	\$50.75(ACH network access & entry fees)
TCU	\$354.58(Credit Card)
Century Link	\$45.87
Century Link	\$185.78
Element	\$57.00(Testing-May)
Prime Pay	\$147.08(May Services)
Prime Pay	\$3775.17(05/29/2015
Prime Pay	\$3762.36(06/12/2015)
HML, Inc.	\$150.00(5/14,5/21,5/28,6/4,6/11)
Npes	\$750.00(3 months)
Evoqua	\$3,216.20(Bioxide)
Bioremediation, Inc.	\$416.32(FOG Blocks)
The Leader	\$28.00(Subscription)
Tom Jordan	\$169.97(Weed Eater, Battery)
Mariann Gappa	\$429.00(Liens)
Starke Co. Recorder	\$564.00(Sewer Lien Release)
Boyce/Keystone	\$1200.00(Lien Training)
D.S.&S.	\$1125.00(Cleaned 5 Lift Stations)
D.S.&S.	\$400.00(Staged Pump & Cycled System)
BL ANDERSON	\$69.06(Chart Paper)
Flow-Technics, Inc.	\$1205.00(Lift Station C, Inspect Pump)
Specialty Shoppe	\$33.00(Office Sign)
Kem-Co	\$37.58(Mop & Disinfectant)
NAPA	\$12.03(UPS)
Smith Farm Store	\$139.45(Nuts, Keys, Misc.)
Quill	\$325.95(Office Supplies)
Larry Collura	\$120.67(Office Supplies)
Larry Collura	\$300.00
Ray Mix	\$200.00

User Fees – Plant Manager Jordan stated the list of user fees that need to be changed is ready. He did question about 4041 Hillcrest which had a trailer on it previously and is now vacant and should be charged a maintenance fee instead of a trailer fee. President Novello stated that the owner should be paying whatever is in the rate schedule. Director Mix asked about mobile homes that are listed as trailers even though people are living in them full-time. He felt they should be listed as residences. Attorney Lowe stated that each case should be looked at individually before a decision is made. Plant Manager stated that some modular homes are listed as trailers on the tax records. Plant Manager Jordan will bring pictures of the homes in question to the next meeting so the Directors can make a decision as to the proper rates. Dennis KRAFTOR inquired about an empty lot being charged more than a trailer. President Novello said the rates were approved when the District was set up. Attorney Lowe stated that Umbaugh would have to evaluate the rates, a legal notice would have to be printed, and then a public hearing would have to be held in order to make any changes.

LARE Update – Director Broadstreet stated that Aquatic Control had sprayed for milfoil on Wed., June 10th. Signs were posted and there were no hazards for people using the lake for recreational purposes. Only 8% of the lake was sprayed. The DNR had to approve the spraying and this was not done until June 9th so the lake was sprayed the next day. A homeowner asked about cattails that are in front of her property. Director Broadstreet stated that she could control 625 square feet in front of her property and she could check with the DNR in North Judson if she had questions.

Water Pump – Plant Manager Jordan reported that Davis Well Drilling wants the pump to run for at least a week before they meter it and it may be a while before this is possible.

5055 S SR10 – Plant Manager Jordan has received a building permit from the County for that property and the tap-on fee is paid. There is a trailer on the property and the County has granted the owner a temporary resident permit for the trailer since he is building a home on the lot.

6027-6047 S SR 10 – Plant Manager Jordan reported that Mary Liedty has contacted contractors about installing a separate sewer line to her property before she sells the home on it. She is waiting for bids now and the weather to allow the installation. Plant Manager Jordan will inspect the line when it is capped off the neighboring property.

BLCD Elections – Attorney Lowe reported that the elections will be held on Sat. June 27, 2015 for District 1 (4 year term) and At-Large Directorship (3 year term due to resignation of Joe Ippolito (last year). The notice has been published. Dennis Kraftor is the only candidate for District 1 so he will be sworn in at the July meeting. Director Russ Blais and Patti Bush are the candidates for the At-Large Directorship that will expire in 2018. Indiana law states that one vote is allowed per freeholder and if 2 names are on the deed, then both can vote. Corporate entities and trusts require some sort of documentation for voting. Candidates can have no more than 2 watchers present. Legal notices have been published. Attorney Lowe needs 3 people to help with the elections. Absentee ballots needed to be filed 30 days before the election so it is too late now to file.

Website Update – Vice President Collura stated as of today, the BLCD now owns the domain name “basslakeconservancydistrict.com.” The new name will be “BLCD-IND.org.” He has been interviewing companies for the new BLCD website. Once the new website is running parallel to the old, the old address will be forwarded to the new address. He also contracted with Go-Daddy for 5 years for spam control for a total of \$39.00.

5 Year Plan – President Novello stated there is a disclaimer as to what the 5 Year Plan actually entails and the 3rd page is the spreadsheet for the next 7 years. He thanked Plant Manager Jordan for his help and advice. Vice President Collura thanked Director Mix for getting the 5 Year Plan started. Director Mix made a motion to approve the 5 Year Plan. Director Broadstreet seconded, motion carried. Homeowner Jerry Taylor stated that when the bond is paid off, he felt the BLCD board should do something to encourage businesses at the lake because there are so few of them. Mr. Taylor complimented the Board on the excellent work they have done for the BLCD.

Billing and Payment System – President Novello stated he is still analyzing ways to make BLCD more efficient financially. The aim is to standardize payments and billing methods.

Other Business – Director Blais asked if there is a discount for paying the fee yearly. He was told that this could not happen until the bond is paid off in 2017. Vice President Collura stated that a

new billing and payment system could make it easier for homeowners to pay their monthly fees, even paying by credit card.

Tom Jordan's Report – Final IDEM permit should be received in Sept. The new truck is here and available for viewing tonight. Les Jensen has submitted a bid for \$800.00 to reseal the parking area. The homeowner at 3780 S 625 E requested an extension of her port-a-potty permit until July 31st as the work is not done yet on her home. Plant Manager Jordan asked about his contract and Attorney Lowe replied a motion needs to be made for the Board to approve the contract. Vice President Collura made a motion to approve the contract for Plant Manager Jordan to become an employee of the BLCD with the inclusion of vacation time. Director Blais seconded, motion carried. The contract becomes effective on July 1st, 2015.

Office Assistant's Comments – Office Assistant Gappa reported that 39 liens were filed with certifications on 6/1/2015 totaling \$11,487.78. A check was received from the County for \$9524.91 for previous certs. 47 cert releases were filed with the Recorder today. Due to some errors, a homeowner was charged late fees and other fees totaling \$79.48. She asked if this could be excused from their monthly payment. Director Mix made a motion to amend this problem. Director Blais seconded, motion carried. 2 new tap-ons have been added and 5 new accounts from existing accounts since the last meeting.

Board Members Comments – Vice President Collura stated that a visitor's log is now in effect at the office building along with the current phone log. He thanked Mark Dillner of Dillner's Consulting for all of his help and training over the years. Because of a position change, Mark will be unable to assist the BLCD going forward. President Novello thanked Director Mix for his years of service on the BLCD Board and all of his efforts in serving Bass Lake. Director Mix responded by stating that everyone on the Board has worked diligently to make sure that BLCD is running properly and he is grateful for the chance to serve. Vice President Collura stated that he feels an officer should have a set of keys for the BLCD plant in case of emergencies. Vice President Collura made a motion that an officer, mainly the President, would have a set of keys to the BLCD office. Director Mix seconded, motion carried.

Audience Comments – Mary Liedty asked if each homeowner on the lake should have their own sewer line. Director Mix replied that it is in the ordinance for each homeowner to have their own but none of the current Board members were serving when BLCD started and Plant Manager Jordan was not there to inspect each home. He stated that state law does not allow BLCD to go back and change the previous installations. Attorney Lowe stated that originally a homeowner who had multiple homes could run a single line and each home would be split off the main line. The problem came later when the homeowner sold one of the homes and the new property owner caused problems that affected the other homeowners. He stated the Board is trying to remedy that situation when it is noticed.

Director Mix made a motion to adjourn the meeting. Director Broadstreet seconded, motion carried. The next meeting is at 6:00 p.m. on Monday, July 20, 2015.