

**BASS LAKE CONSERVANCY
DISTRICT MEETING
NOVEMBER 16, 2015**

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

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)
Lee Nagai, Engineer

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 Vice President Collura made a motion to approve the minutes, Director Broadstreet seconded. Motion carried.

President Novello gave the financial report. There are 4 outstanding checks. The minimum required balance is over by \$929,633 and the next bond payment is due 1/1/2016. The receipts are over budget by \$17,604 but the disbursements are under budget by \$1,081 so the net operating receipts are \$18,685 for the year. The total receipts have exceeded total expenditures to date by \$12,544. Director Kraftor made a motion to approve the financial statement, Vice President Collura seconded. Motion carried.

President Novello gave a Bill.com update. Webinar training was completed for Vice President Collura, Office Assistant Gappa and himself. Both President Novello and Vice President Collura can sign the checks electronically. For now the bills are faxed to Umbaugh and they are setting up the accounts for future use.

Bills to be paid:

NIPSCO	\$111.72(Bldg. Pump)
NIPSCO	\$323.31(Lift Stations)
NIPSCO	\$133.84(Pump)
Century Link	\$46.61
Century Link	\$189.30
Prime Pay	\$160.53
Prime Pay	\$3351.83(10/30/15)
Prime Pay	\$3367.98(11/13/15)
Umbaugh	\$1665.00(October)
TCU	\$53.00(October)
TCU	\$293.66(Credit Card)
Smith's Farm Store	\$81.83(Misc. Supplies)
NAPA	\$12.13(UPS)

Apheus	\$1399.00
Apheus	\$45.00(Annual E-Mail Fee 3)
Indiana 811	\$52.25(Quarterly Ticket Fee)
Quill	\$122.55(Misc. Supplies)
M. Godlewski	\$36.76(Refund of Sewer Charge)
D.S.&S.	\$1785.00(Cleaned 21 Relief Valve Manholes)
Cambe	\$1888.14(Old Truck Repair)

Director Kraftor asked about the truck repair. It was stated that there was a leak in the power steering and a brake problem. Vice President Collura made a motion to approve the bills as presented, Director Blais seconded. Motion carried

Website Update –Vice President Collura stated that the new website address is up and running. All e-mails to the old address are forwarded to the new address which is BLCD-IND.ORG. Both Office Assistant Gappa and Plant Manager Jordan have an e-mail address and Plant Manager Jordan will be able to access it from his phone so he won't have to return to the office to periodically check it. The 5-year plan will be posted on the BLCD website. The meeting minutes are now listed by month. The Director's names, their districts, and their phone numbers are also listed along with an option to contact them by e-mail. There still is a problem with some people trying to pull up the map of Bass Lake and BLCD can't fix this. The rainfall is listed for 14 years and the Directors decided to list it for only 10 years in the future. The calendar is also a problem and Vice President Collura is working with the website contractor to fix this. There is the option to include all the ordinances, but no decision was made on this yet. There are some good pictures on the website and more will be added. Security is tight and Vice Collura is pleased with the new website. The website developer was very complimentary about the cleanliness of the computer towers, organization of the wiring, use of UPS devices for power failures, and backup schedules. In addition, the Plant Manager was trained on a more comprehensive backup process.

4006 S 625 E– Bob and Julianna Dunham are the owners of 4006 S 625 E and that property has never been hooked into the sewer system. This was discovered by Plant Manager Jordan when the Dunhams applied for a permit to erect a building. There is a lateral going onto the property so the Dunhams would have to pay the tap-on fee which is \$3700 and have a contractor do the work to hook up. They also need to have a contractor pump the septic system and fill it with sand and have Plant Manager Jordan inspect everything to insure it meets the BLCD requirements. They would then have to pay the monthly service charge of \$58.65. It was mentioned that all contractors have to show proof of insurance before they can work on the BLCD lines needed for them to connect.

Truck Finalization – Attorney Lowe stated that 2 bids were opened at the October meeting for the old BLCD truck. One was for \$9,700 and the other for \$9,875. The higher bid was from Director Jerry Broadstreet and a uniform conflict of interest disclosure statement needed to be prepared. Director Kraftor made a motion to approve the conflict of interest statement and Director Blais seconded. Motion carried. Vice President Collura asked about the repair to the truck that the Directors approved earlier in the meeting. President Novello stated that the listing of the truck should have included the needed repairs so the bidders would know about them. Vice President Collura made a motion to accept Director Broadstreet's bid and approve the sale of the truck, Director Blais seconded. Motion carried.

December Meeting Date – Because the 3rd Monday in December falls during Christmas week, it was decided at the October meeting to consider changing the date. Vice President Collura made a motion to change the December meeting date to Thursday, December 17th at the BLPOA building at 6:00p.m., Director Broadstreet seconded. Motion carried. Attorney Lowe stated that a notice would have to be posted at least 2 days in advance of the meeting so property owners would know of the change.

Tom Jordan's Report – Plant Manager Jordan reported that Davis put a flow meter on the pump and 1.6 million gallons a day are being pumped. The flow meter on the pump is not working so it will have to be repaired this winter. The pump will be turned off for maintenance reasons.

5065 S SR 10-Plant Manager Jordan talked to Mr. Brauer and he stated the 2nd building on the property is used for storage only. The house on the property is the one that was listed for rental. He gave Plant Manager Jordan permission to inspect the building and he and Plant Manager Jordan will meet when he is in the area again.

J Lift Station-Plant Manager Jordan asked if there had been a response to the letter Attorney Lowe sent to Kathleen Chigaros about the placement of the generator at Lift Station J. Attorney Lowe stated no response had been received so Plant Manager Jordan can go ahead with plans to move the generator to Lift Station J.

1.65 inches of rain was recorded in October with the yearly total now at 33.79. The yearly average is 38 inches.

Director Broadstreet asked Plant Manager Jordan about the status of the Liedty property and if a separate line had been installed yet. Plant Manager Jordan will check with Mrs. Liedty to see if anything has happened yet as far as selling the property.

Attorney's Comments – Attorney Lowe stated that there is a change in the state law that requires local units to adopt internal controls. This becomes effective in June of 2016 and he will work with Jeff Rowe from Umbaugh to accomplish this.

Office Assistant's Comments – Office Assistant Gappa stated there are 4 new accounts since the last meeting and 1 is the Shriner's Building next door. The rent check of \$21,000 was received from Wappel Farms on October 30th. A refund check of \$75.00 was received today from ADT because Plant Manager Jordan had questioned ADT about the charges. The Starke County Chamber of Commerce is having their annual meeting on Friday Nov. 20th if any of the Directors are interested. A check for \$36.76 will be issued to a property owner since the property was sold and this amount was left after the last bill was paid. The Directors were asked to submit their payment claims before the next board meeting.

Board Members Comments – Vice President Collura asked about the LARE applications for 2016. Director Broadstreet said he would take care of it and it can be put into the computer by the next meeting.

Audience Comments – Ken McCormick asked why information was passed to the homeowners through BLPOA when BLCD has a new website. Vice President Collura responded that BLCD does not require homeowners to provide their e-mail addresses and using the BLPOA addresses allows BLCD to reach approximately 85% of the property owners. The security on the BLPOA system is very tight and would be hard to hack. The new BLCD website allows for much more data storage space.

Director Blais made a motion to adjourn the meeting, Director Broadstreet seconded. Motion carried. The next meeting is at 6:00p.m. on Thursday, December 17, 2015 at the BLPOA building.