

up on 9/1/2016. It was decided to resume this discussion 3 months before the Keystone contract is up.

Bills to be paid:

NIPSCO	\$156.99(Bldg. Pump)
NIPSCO	\$324.69(Lift Stations)
NIPSCO	\$588.62(Pump)
Century Link	\$48.63
Century Link	\$194.39
Prime Pay	\$116.84
Prime Pay	\$7066.33(12/24/2015)
Prime Pay	\$3205.00(1/3/2016)
Umbaugh	\$1665.00(December)
TCU	\$54.05(December)
TCU	\$423.26(Credit Card)
Smith's Farm Store	\$22.58(Misc. Supplies)
NAPA	\$51.72(UPS)
Larry Collura	\$12.17
State Revolving Loan	\$265,340.00(Bond)
Boyce	\$275.00(Disaster Recovery Plan-2016)
Mariann Gappa	\$5.00(DNR Check)
D.S.&S.	\$225.00(Pumped Lift Station O)
In. Dept Enviromental Mgt.	\$2400.00(Discharge Fee)
Quill	\$338.36(Misc. Supplies)
Quill	\$69.99(Back-up System)
Element	\$220.00
Dillner Consulting	\$240.00(2015 Consulting Fees)

Vice President Collura made a motion to approve the bills as presented, Director Blais seconded. Motion carried.

Website Update –Vice President Collura asked about deleting the 2014 minutes from the website. It was decided that he would put the 2014 minutes in an electronic format and keep them in the system but delete them from the screen. There are hard copies of all the minutes in the office dating to the start of the BLCD

He also commented on the “general” letter he had written to explain the coverage of the expenses of the BLCD to interested homeowners. He stated it could be kept on file and sent to people who request information on where their payments go and it could also be used in the 5-year plan. Attorney Lowe stated it could not be sent in lieu of a financial report if a public records request was received.

LARE Update—Vice President Collura reported that the LARE grant application was done. The Bidder Form (new this year) was also completed and everything is done until the next step is required.

6835 S SR 10-The owner had called after receiving notice that his rates were going up because of 2 residences. Plant Manager Jordan stated the place had previously been a bed-and-breakfast before the current owner bought it. The owner has not used it as a bed-and-breakfast and the

other building is only being used as storage with no water hook-up. Plant Manager Jordan told the owner that the monthly fee would remain at \$101.91 until he can meet with the owner and inspect the building.

Vice President Collura asked Plant Manager Jordan to inspect the property at 4672 S CR 210 because that property is billed at \$101.91 and is almost identical to the property at 4650 S CR 210 that is now being billed at \$117.30. Both have unused houses at the back of the property and should be paying the same fee.

Tom Jordan's Report –Plant Manager Jordan presented a plan from GIS to digitize the sewer operation of BLCD. This would make it easier to access the sewer operation from a truck and not have to rely on the paper information in the office. Engineer Nagai commented that he would like to see a scope of specific services that is needed by BLCD and he would work with Plant Manager Jordan to set up this scope.

The repair on the tractor would be \$3600.00 and a new tractor would be \$11060.00. The current one was bought in 2009. Vice President Collura made a motion for Plant Manager Jordan to discuss the trade-in of the current tractor for a purchase of a 2015 model tractor with a H-130 motor with Greenmark Equipment. Director Broadstreet seconded. Motion carried.

Plant Manager Jordan presented the annual rainfall report for Bass Lake and reported the pump only ran for 17 days. He also explained the annual summation of monthly reports of operation for the plant.

Nothing will be done with the J generator until the spring.

A property owner at 5339 S Elm St. called about disconnecting from the system because the house is torn done and he doesn't plan to build for another 2 years. Plant Manager Jordan explained all the costs involved in reconnecting at the present tap-on fee of \$3700.00 and this may be higher in 2 years.

Director Broadstreet commented that Plant Manager Jordan had been a BLCD employee for 6 months and may be due for a review. Vice President Collura asked Plant Manager Jordan for a copy of the extra hours that he works on weekends and nights when needed. Attorney Lowe stated that an Executive Session would be necessary to review employee performance. It was decided to have the Executive Session at 5:00 p.m. on the next meeting on Feb. 15, 2016

Attorney's Comments – Attorney Lowe had nothing to report.

Office Assistant's Comments – Office Assistant Gappa reported that 4 new accounts were set up since the last meeting. Director Broadstreet will be bringing storage shelves to the office building in the next few weeks. 46 pre-lien letters were sent out and by the end of the week she will file between 35 and 40 liens. Letters were sent to all the homeowners who received an increase in their monthly fees. She also sent letters to the EFT participants informing them that the increase would be taken out of their accounts unless they contacted her. Attorney Lowe informed her that this was alright. She asked about a BLCD credit card in her name so she could pay for liens and releases. Vice President Collura made a motion to acquire an additional BLCD credit card in Mariann Gappa's name with a limit of \$3000.00. Director Blais seconded. Motion carried.

Audience Comments – No audience present.

Director Blais made a motion to adjourn the meeting, Vice President Collura seconded. Motion carried. The next meeting is at 6:00p.m. on Monday, February 15, 2016 at the BLPOA building with an Executive meeting at 5:00p.m on Feb. 15, 2016.