

**BASS LAKE CONSERVANCY  
DISTRICT MEETING  
OCTOBER 17, 2016**

PRESENT Chairman Gene Novello Vice Chairman Larry Collura  
 Director Jerry Broadstreet Plant Manager Tom Jordan  
 Director Dennis Kraftor Engineer Lee Nagai  
 Office Assistant Mariann Gappa Attorney Ethan Lowe

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

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

**Minutes** – The reading of the minutes was waived and Vice Chairman Collura made a motion to approve the minutes from the September 19, 2016 meeting, Director Kraftor seconded. Motion carried.

**Financials** – Chairman Novello presented the financial report. The fund balances exceed the minimum reserve requirements by \$1,173.970 and the receipts have exceeded expenditures by \$139,997. Operating expenditures are under budget by \$45,780. The next principal and interest on the bond is due January 1, 2017. Vice Chairman Collura made a motion to approve the financial statement, Director Broadstreet seconded. Motion carried.

**Bills to be paid:**

NIPSCO	\$532.81 (Lift Stations)
NIPSCO	\$75.90 (Plant)
NIPSCO	\$156.95 (Water)
Century Link	\$203.33
Century Link	\$53.76
Prime Pay	\$170.26 (September)
Prime Pay	\$3314.00(9/25/2016)
Prime Pay	\$1752.80 (9/25/2016)
Prime Pay	\$3368.57 (10/9/2016)
Umbaugh	\$1695.00 (September)
Umbaugh	\$4290.00 (Sewage Works Rate Study)
TCU	\$57.05 (September)
TCU	\$356.19 (Plant Manager Credit Card)
TCU	\$3.47 (Office Assistant Credit Card)
Apheus	\$180.00 (Computer)
NAPA	\$12.69 (UPS)
HML	\$30.00 (Testing)
Element	\$109.00 (Testing)
Crosspoint	\$1287.02 Generator Repair)
BL Anderson	\$386.10 (Lightning Damage)

Director Broadstreet asked about the NIPSCO bills as 2 of them were labeled pump. Plant Manager Jordan explained 1 was the plant and the other was the water pump. Director Broadstreet also inquired about the generator repair and Plant Manager Jordan explained the generator heater failed and overheated damaging the thermostat so that all had to be replaced and this was at Lift Station J. Vice Chairman Collura made a motion to approve the bills, Director Broadstreet seconded. Motion carried.

**5 Year Plan** – Chairman Novello handed out copies of the rate study by Umbaugh. He stated it was for review only at this time. A decrease is possible for monthly charges, but the plan does not address any types of rate changes such as trailers or maintenance fees, etc. Vice Chairman Collura and Director Kraftor will work on the rate study now that they have the preliminary information from Umbaugh. Vice Chairman Collura asked about camering the sewer lines and Plant Manager Jordan replied that generators and cameras were included in the rate study. He stated N Lift Station had a problem with water coming in and ran for 36 hours during the heavy rains. He is getting quotes for smoke testing as there is something wrong there. Vice Chairman Collura asked Plant Manager Jordan to get some cost studies to help determine what is needed in the 5-Year plan. Vice Chairman Collura also asked about the 4,000 gallons used in the \$58.65 charge. He was told that's per household per month usage. Plant Manager Jordan asked about having to have a rate study done again if the fee needed to be raised after a while. Attorney Lowe responded that a rate study would be needed again. He said a rate study is not required legally, but if the rates were challenged in court, a rate study would help defend the rates. Plant Manager Jordan brought up another item that should be on the rate study and that was the dredging of the pond if needed. Chairman Novello stated this was a start and he turned it over to Vice Chairman Collura and Director Kraftor.

**4072 S CR 210** – Plant Manager Jordan supplied pictures he had taken of the residence in question. Mr. Scott Pelke asked that the monthly fee be changed back to \$101.91 instead of the \$117.30 that he now pays. The house is rarely used and only 1 line connects both houses to the sewer system. After much discussion between Mr. Pelke and Attorney Lowe, the Board stated that there are 2 structures on the property and both should be charged \$58.65 monthly. Mr. Pelke replied that he may disconnect the smaller house from the system. Attorney Lowe stated that Plant Manager Jordan will have to inspect the property if the disconnect is done.

**Office Software Enhancement** – Vice Chairman Collura explained about a problem with 1 of the computers and suggested that BLCD sign up for Office 365 for a monthly cost of \$12.95. This program would cover all the computers. Vice Chairman Collura made a motion to have Apheus install Office 365 on all 3 computers, Director Kraftor seconded. Motion carried.

**Catch and Release Newsletter** – Vice Chairman Collura will be writing a monthly article for the Catch and Release (BLPOA Newsletter) explaining the rate study for the district when the bond is paid off next July. He will inform property owners of the needs of BLCD in the 5-Year Plan and the cost in running the district.

**Purdue Update** – Attorney Lowe stated he met with Engineer Nagai today to discuss changes in the wastewater treatment agreement between Purdue and BLCD that he had formulated. He listed several changes that should be made and why. Engineer Nagai explained the billing system that he thought should be used in charging Purdue. Much discussion ensued about the

number of ponds, the amount of discharge from the ponds, the frequency of the discharge and the correct amount to be charged. Attorney Lowe thought the agreement should be solely for aquatic research facility and be revisited if changes are made in the future. Attorney Lowe will put together another draft and send it to the Directors for review.

**5055 S SR 210** – Plant Manager Jordan stated he had a permit from 2004 showing that the property was made into a duplex and accessed as a duplex in 2005. The tap-on fee will not be waived.

**3195 S CR 210** – Plant Manager Jordan inspected the property and stated the maintenance fee can be charged. Owner Bill Miller asked that the maintenance fee be applied to the billing from last Sept. but that request was rejected by the Board as they were not aware of the problem and no inspection was requested until recently. Vice Chairman Collura made a motion to start the maintenance fee billing in October, 2016. Motion carried.

**Tom Jordan's Report** – Plant Manager Jordan reported that 6049 S SR 10 is using the tap at 6047 S SR 10. 6049 has a tap, but Plant Manager Jordan suggested that 6047 use a new tap and not be charged a tap-on fee. Mr. Estok will handle the cost.

A new pump was recently installed at Lift Station J and Lift Station G now needs a new pump. A quote for the new pump was included in the Director's folders. Director Kraftor made a motion to approve the purchase and installation of a new pump at Lift Station G, Vice Chairman Collura seconded. Motion carried. This is the 5<sup>th</sup> new pump this year.

Lift Station N ran for 36 hours during a recent rain and Plant Manager Jordan would like to have a smoke test to determine if there is a broken line somewhere. The approximate cost is \$5000. Vice Chairman Collura made a motion to approve the smoke test for Lift Station N, Director Kraftor seconded. Motion carried.

There was 3.89 inches of rain last month and the pump is off.

Plant Manager Jordan asked about including callers to the Lift Stations in the 5-Year Plan. The Director's thought this was a good idea.

Vice Chairman Collura asked about the condition of the roof at the pump house. Plant Manager Jordan replied that he had cleaned the roof and it has to be removed when work is done on the well. He explained the situation to the gentleman who asked about the roof. The meter was also tuned recently.

**Attorney's Comments** – Attorney Lowe had nothing to discuss now.

**Office Assistant's Comments** – Office Assistant Gappa stated that 3 new accounts had been set up. Cincinnati Insurance sent 2 checks to cover the lightning damage. There was 1 no-pay as the house was sold and only 1 month was owed. The payment was waived. She also asked about the Internal Controls that she and Plant Manager Jordan must do before the end of the year. Attorney Lowe stated this is a 25-minute webinar and he will bring the certification forms that need to be filled out after. The Directors were also encouraged to watch this and Director Broadstreet will come to the office to watch it.

**Comments from the Board** – Vice Chairman Collura had the bathymetric map framed that had been given to BLCD by Aquatic Control. He asked where it should be displayed. He will bring the subject up at the Nov. meeting of the property owners and see if they want it displayed in the BLPOA building. He also mentioned that children had been seen playing in the water at the outlet structure. He checked with IDNR and they put up a sign and that fulfilled their obligation.

Director Broadstreet gave an update of the LARE grant for next year. He and Director Blais attended a meeting on October 6 and requested 75 acres of milfoil treatment and applied for a LARE grant of \$22,500 and \$5500 for the plant sampling.

The next meeting will be on November 14 instead of November 21 so Vice Chairman Collura will note the change on the website and notices will be posted at the BLPOA building. Attorney Lowe will be absent but another attorney will be in attendance.

**Comments from the Audience** – None.

Chairman Novello adjourned the meeting. The next meeting is at 5:30 p.m. on November 14, 2016 at the BLPOA building.