## BASS LAKE CONSERVANCY DISTRICT MEETING JUNE 19, 2017

- PRESENT:Chairman Gene NovelloVice Chairman Larry ColluraDirector Jerry BroadstreetDirector Russ BlaisDirector Dennis KraftorAttorney Ethan LoweOffice Assistant Mariann GappaPlant Manager Tom Jordan
- ABSENT: CPA Firm, Umbaugh & Associates Jeff Rowe (not required to attend) Engineer Lee Nagai

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

Insurance Update - Chairman Novello introduced Lynn Chiu from TCU Insurance. Mr. Chiu gave a history of his insurance work. He stated that on reviewing the previous policy, he noted that there was not liability insurance for the board members. Coverage has been added for past, present, and future board members as they work for BLCD. It was also discovered that BLCD had 1.8 million dollars of coverage for the plant and equipment. This resulted in BLCD being over insured so now the coverage is 1 million. Under the new policy, business income is covered if a loss should occur and the policy will pay up to 24 months of loss. The previous limit was \$100,000. Cyber liability is also covered as this is the new threat to businesses. Crime coverage was also added and workman's comp was increased. Vice Chairman Collura mentioned that he contacted 3 insurance companies (GIS, TCU, Anderson) for an estimate and decided on TCU and that there is a general liability insurance policy that would kick in if needed. Mr. Chiu commented that there is a blanket amount of \$1,000,000 as a cushion per loss if needed. Vice Chairman Collura stated that Mr. Chiu is also a risk manager so he considered everything when proposing the new policy. Mr. Chiu stated he is now a risk advisor. He also answered questions from the Directors concerning coverage for others helping or working for BLCD. He also provided manuals for the office and all the Directors with the insurance policies. Chairman Novello was recused from all insurance work.

**Minutes** – The reading of the minutes was waived and Vice Chairman Collura made a motion to approve the minutes from the May 15, 2017 meeting, Director Blais seconded. Motion carried.

**Financials** – Chairman Novello gave the financial report. The fund balances exceed the minimum reserve requirements by \$1,397,786 and the receipts have exceeded expenditures to date by \$163,882. Operating expenditures are under budget by \$44,881. The last bond payment has been made. Director Kraftor made a motion to approve the financial statement dated 5/31/2017, Vice Chairman Collura seconded. Motion carried.

Bills to be paid:

| NIDSCO                   | \$22( 78 (Dlant)                                |
|--------------------------|---|
| NIPSCO                   | \$226.78 (Plant)<br>\$76.28 (Lift Stations)     |
| NIPSCO<br>NIPSCO         | \$76.28 (Lift Stations)<br>\$704.63 (Laka Rump) |
|                          | \$704.63 (Lake Pump)                            |
| Century Link             | \$49.00   |
| Century Link             | \$188.89  |
| Century Link             | \$49.00   |
| Century Link             | \$188.89  |
| Prime Pay                | \$115.59  |
| Prime Pay                | \$3636.66 (5/21/2017)                           |
| Prime Pay                | \$3461.14 (6/4/2017)                            |
| TCU                      | \$59.45 (May)                                   |
| TCU                      | \$977.71 (T's Credit Card)                      |
| TCU                      | \$25.50 (M's Credit Card)                       |
| GIS                      | \$123.00 (Bond Renewal-M)                       |
| NAPA                     | \$13.36 (UPS)                                   |
| Umbaugh                  | \$1735.00 (May)                                 |
| Umbaugh                  | \$8853.75 (Rate Study)                          |
| R C Tree & Stump Removal |   |
| Selective Insurance      | \$11,986.00 (Annual Charge)                     |
| The Leader               | \$30.00 (Annual Subscription)                   |
| Webb Printing            | \$189.00 (Envelopes)                            |
| Gasvoda                  | \$1198.60 (Service Call)                        |
| J & K Excavating         | \$400.00 (Limestone)                            |
| Apheus                   | \$12.95 (Computer)                              |
| Apheus                   | \$269.99 (Carbonite Renewal)                    |
| HML                      | \$120.00 (4 Weeks Testing)                      |
| Blachy, Tabor, Bozik     | \$2854.79 (Attorney Fees)                       |
| Bank of New York         | \$264,620.00 (Bond & Interest)                  |
| Flow-Technics            | \$488.00 (Service Call-H Lift Station)          |
| Flow-Technics            | \$35,986.40 (Lift Station Alarms)               |
| Flow-Technics            | \$607.48 (Antenna)                              |
| Flow-Technics            | \$733.71 (Lift Station D)                       |
| R & R Visual             | \$2,530.80 (Smoke Testing)                      |
| D.S.&S.                  | \$400.00 (Staged By-Pass Pump)                  |
| Wausau Financial         | \$136.89 (Scanner Maintenance)                  |
| Evoqua                   | \$3,354.40 (Bioxide)                            |
| Larry Collura            | \$300.00 (Director)                             |
|                          |   |

Director Blais made a motion to approve the bills as presented for the June 19, 2017 meeting and Director Kraftor seconded. Motion carried.

**Rate Study** – Chairman Novello stated the last bond payment has been made and the new rates will go into effect in August, 2017.

**Aquatic Control Update** – Director Broadstreet stated that Aquatic Control had been at the lake last week to spray 2.2 acres for milfoil near the boat launch. There were no water restrictions following the treatment.

**Tom Jordan's Report** – Plant Manager Jordan reported 7170 S SR 10 has been connected to the sewer system. The lift station alarms have been installed and Plant Manager Jordan can now respond to problems quicker. There was 4.0 inches of rain in May.

Attorney's Comments – Attorney Lowe stated the Purdue agreement has been finalized and a payment system will be set up. He also commented on the background checks that BLCD needs to do if contractors hired by BLCD go on the Purdue property. Lynn Chiu stated that insurance carriers as part of their policies are now requiring schools to run background checks for sexual misconduct on their employees and vendors servicing the schools. There will not be an annual election in July because only 1 petition per district has been received. Vice Chairman Collura and Director Broadstreet will retain their positions on the BLCD Board.

**Office Assistant's Comments** – Office Assistant Gappa stated that 2 new accounts had been set up and 4 new tap-on fees have been paid. \$13,009 has been deposited from the County from the Spring tax payments for liens. She asked about adjusting a homeowners payment as the check was not received but taken out of his bank account. Chairman Novello told her to get proof from the bank if possible.

**Comments from the Board** – Vice Chairman Collura stated the 5-year plan is updated. Director Kraftor commented on the port-a-potty permit for Boa Shores this Summer. He asked for a handicap accessible port-a-potty permit from May 15 to Sept. 30, 2017. Vice Chairman Collura made a motion to approve this, Director Blais seconded. Motion carried.

## **Comments from the Audience - None**

Director Broadstreet made a motion to adjourn the meeting, Director Blais seconded. Motion carried. The next meeting will be July 10, 2017 at the BLPOA Building.