

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: February 15, 2012

BOARD MEMBERS PRESENT: Tom Kruse, Bob Garmon
John Steffen, Deb Miller
Don Karieva, Dick Brychell, Megan Summers

BOARD MEMBERS ABSENT: None

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich, Tim Haas

Audience: Tom Banaszak, Walt Breitinger, Rolando Chilian, Mickey Koehler

Meeting was called to order by Chairman Dick Brychell at 6:03 pm.

Megan asked for a correction to the minutes. The letter that Bob M. sent to the YMCA's CFO should be to the Y's COO.

Megan made a motion to approve the minutes. Seconded by Tom. Motion carried.

Review of Conservancy District Budget

Don asked about the payment for the new software and shouldn't we transfer to pay it all. Dave recommended that we wait until the end of the year to transfer monies.

CCIF

No comments.

Review of the Water Utility

No comments. \$6100 for Keystone otherwise we would be in the black.

Review of Sewer Utility

No comments. \$6000 for Keystone otherwise it would also break even. Don asked about the monthly cost of sewage.

General Manager's Report

2nd pump for Ostedt is ready except the shaft was the wrong size. The inlet valves will be replaced later to keep costs down.

Bob M. mentioned a home on Waiola had busted pipes.

A rental plan for cloths is being looked at.

Don and Laura are working on a new logo for the District.

A letter from Reggie (IDEM) concerning the soil erosion at the "Y" was mentioned and the corrections made. An email from Adam McAlpine was received. He explained that the plug at the standpipe is installed and starting to work.

No word on LARE or the Edgewater Beach people. Deb mentioned that they may try to correct the problems on their own.

NIRPC intends to buy some monitoring equipment that they can instantly test any flows into lakes or basins.

Maintenance Report

Water samples are good. A home sewer line was capped on Summer Road. 31 meters were changed out. 22 shut offs. Three hydrants painted.

A request for repairs to the dump truck was made. Bob asked if he was insured which will be checked out. The work will be to inspect and repair the transmission and check the brakes if not too costly. Don asked if other businesses were contacted and Matt named all he had talked too. Most were in the \$1000's or wouldn't work on the 5 ton style. Don asked which account that should come out of. Bob M. said that there is a line item for equipment in Conservancy. Bob made a motion to do the repairs as long as the he is insured. Don seconded the motion. Motion carried.

Dick asked about the beavers. Matt said that one was taken but the lakes are frozen and there isn't much activity. As the weather warms up so will the beavers.

Claim forms were signed. Bob made a motion to approve them. Deb seconded. Motion carried.

Strategic Plan Reports

Conservancy

**Wetland Program* (Dick, Debbie and Megan)

**Annexation Policy* (Don and Dick)

**Office and Meeting space* (Debbie, Tom and Bob)

**Public and Customer Education*

**Grantor policies* (Jack)

Water Utilities

**Meter conversion* (Jack and Debbie)

**Outsource water billing* (Megan and Tom)

**Rate making control.* (Dick, Dave and Jack)

**Replacing underground pipes. (Bob M. and Don)*

SEWER

**Sewer service extensions. (Dick and Don).*

**Infiltration and Inflow reduction (Megan)*

**Sewer rates (Jack)*

**Work with the city towards mutual best interests*

Financial Report

Dale was absent.

Accounts Receivable Report

Laura mentioned the letter from the Miller's on Summer Road asking for relief on their water/sewer bill. Since they had not volunteered the information on ownership and the staff had been billing the wrong person, it was filed with Cherie. We found out that the Miller's had taken ownership and the staff billed them from that date. The Miller's claimed they were unaware of a monthly minimum sewer bill and immediately capped their line in stop any future bills. A discussion ensued and the Board agreed to only charge for the minimum bill with no penalties. Megan made a motion to this fact. Bob seconded it. Don amended the motion with a \$200 cap. There was no second to Don's amendment and Don withdrew his motion. Motion carried.

Megan asked if the staff could come up with a plan to notify homeowners, realtor and others of the monthly minimum fee for being attached to the sewers.

Insurance Committee.

Jack made a motion to accept Anthem's Health policy as quoted from Anton insurance. Don seconded it. Motion carried.

Engineer's Report

Tim Haas explained they are moving things around in their office and he will be attending more of our meetings.

1st The Burlington Beach Road project meetings attended by Kenn. The city will be replacing the box culvert under Burlington Beach Road and also additional detention storage. The drainage plan has not been finalized yet.

Attorney's report

The DLGF has sent out their 1782 notice and our budget was approved.

The District's office rezoning has been submitted and will be brought before the Porter County Plan Commission on March 14th at 6:30 pm.

Dave mentioned the problem with meter change outs and a small percentage of home owners who do not respond. This will be worked out for next meeting.

The agreement for legal services was emailed out. The rate fee will be increased to \$145.00 per hour with no other changes in the language of the agreement. Deb made a motion to approve. Tom seconded. Motion carried.

Dick presented a plaque of thanks to Jack Steffen for his many years of service as this will be his last meeting as he did not seek re-election.

Dick closed the meeting at 7:10 pm.

Respectfully submitted,
Bob Minarich
General Manager

**VALPARAISO LAKES AREA CONSERVANCY DISTRICT
MINUTES OF ANNUAL MEETING: February 15, 2012**

BOARD MEMBERS PRESENT: Tom Kruse, Bob Garmon
Rolando Chilian, Deb Miller – Mickey Koehler
Don Karieva, Dick Brychell, Megan Summers

BOARD MEMBERS ABSENT: None

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich,

Audience: Tom Banaszak, Walt Breitinger, Mickey Koehler

Dave brought in the results of the election between Mickey Koehler and Deb Miller. Mickey Koehler received 22 votes to Deb Millers 15. There were an additional two votes that were not able to be read or determine as a freeholder. However, the margin of victory was not affected. Mickey Koehler wins the directorship of area 2.

Mr. Chilian and Mr. Koehler were sworn in by Dave.

The next order of business is to organize the Board and elect a chairman and vice chairman. Dave opened the floor for nominations for chairman. Tom nominated Dick Brychell and Megan seconded. Don nominated Bob Garmon with Mickey seconding it. Motion to close the nominations by Tom and seconded by Don. Motion carried. The vote was 4-3 to elect Bob Garmon as chairman.

Next for vice chairman, Megan nominated Tom Kruse. Bob seconded. There being no other nominations, Megan made the motion to close the nominations and Bob seconded it. Motion carried. Tom wins.

Minutes and financial reports for 2011 will be sent to the Mary Harper's office.

Dave handed the gavel over to Bob if he wished to have public comments.

Walt talked about Greg Quartucci's qualifications about the upcoming macro-invertebrates study.

Tom Banaszak mentioned that the board did not fight to get road improvements for the district. Dave mentioned that VLACD does not get involved with road improvements.

Bob closed the meeting at 7:38 pm.

Respectfully submitted,
Bob Minarich

General Manager