

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: December 19, 2012

BOARD MEMBERS PRESENT: Tom Kruse, Don Kareiva
Nancy Satterlee, Rolando Chilian
Megan Summers, Bob Garmon

BOARD MEMBERS ABSENT: Mickey Koehler

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich

Audience: Tom Banaszak, Bob Finley, Hope Cook, Lloyd Samplawsky Ed Schwuchow
Christian Anderson

Meeting was called to order by Chairman Bob Garmon at 6:01 pm at the Valparaiso
YMCA.

Don made a motion to approve the minutes. Bob seconded it. Motion carried.

Review of Conservancy District Budget Analysis (Light Green)

Don made a motion to approve Dale to balance the year end accounts. Bob seconded it.
Motion carried. Don made a motion to approve the claims. Megan seconded. Motion
carried. Megan asked if these line items were a reoccurring problem. Don did not seem
to think these were.

CCIF

No problems.

Dale's financial report.

Dale was unable to attend.

Financial committee report

Don asked for members to attend.

Review of the Water Utility (Blue)

No comments

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Review of Sewer Utility (Light Brown)

No comments

Strategic Plan Reports

None

General Manager's Report

A good portion of Kingsridge has been jetted.

The market evaluation on the property VLACD was looking at was forwarded to the property owner for his assessment. He called and stated the evaluation was too low and will call back with his value.

NISWAG and NIRPC have not come to terms. If a large portion of communities bails out for a streamlined version from NIRPC they may not be able to afford an educator at all.

Bi annual MS4 report has been sent in.

Keystone has not responded to our attempts to change the look of our bills. Will continue to request information. Asked about a module on meter inventory and awaiting on that also.

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Matt's report given by Bob M.

Little work in the field. One homeowner has a sewer lateral that had a belly in it. It's theirs to fix. Small diameter storm sewer on Sapphire that the homeowner asked us to clean. Double checked with the county to make repairs and called in locates. Materials are on hand. A curb stops was brought up to grade on Lyon Lane.

16 meter change outs, 20 locates 16 delinquent shut offs.

33 beavers to date.

Account's Receivable Report

A customer of senior citizen status asked if her billing could be changed to match when her social security check came in. It was discussed and decided that she just needs to plan her payments better.

Laura asked for a software addition to help with adding or subtracting account maps. Such as, meter locations, curb stops and sewer laterals. The cost was \$7.50 a month.

Nancy made the motion to get it. Don seconded it. Motion carried.

It was then decided that Bob Minarich be authorized to sign contracts for \$500 or less a year as he see fit. Don made a motion, Tom seconded it. Motion carried.

Also decided that Bob be authorized to purchase materials/items up to \$2000 per item as he needs. Tom made the motion, Don seconded it. Motion carried.

Another garden hose bandit hit again in Wild Rose. This time the Aldred's new house for sale was hit and Lisa asked for forgiveness on the sewer portion. This month's sewer bill was \$104.10 over normal. The board requests that to receive a credit a police report be made and a copy delivered to us. Megan made the motion, Tom seconded it. Motion carried.

The future regular Board meetings will be at the district's pole barn at the same time

Soil erosion committee

The staff presented their findings and the committee asked for the developer to attend a meeting to present their side. This meeting will be Dec. 20th at the district's office at 4 pm.

Personnel Committee

It was the recommendation of the committee that the following performance awards be given.

Robert Minarich	\$1500
Dale Brewer	\$2000
Chris Mekola	\$2000
Matt Arts	\$1200
Laura Grayam	\$750

Megan made a motion to approve the recommendation, Rolando seconded it. Motion carried.

Engineer's report.

Plans for Flamingo are 95% complete and additional work is being reviewed by IDEM. Tim asked about the use of sod vs mulching. Bob M. recommended sod due to early spring wet conditions and possible erosion. Prevailing wage numbers will need to be looked into. Temporary easements will be needed when the service lines are replaced.

Attorney's report

Addition appropriation for payments to Helicore and LGS are needed . Dave recommends the meeting be opened to the public for their input. The amount is \$71,000. Bob opened the meeting for comments. There being none, Bob closed the meeting and entertained a motion. Don made the motion to appropriate out of CCIF \$71,000. Megan seconded it. Motion carried.

2011 pay 2012 property taxes settlement is due any day.

2013's next step is DLGF's own public hearing for Dec. 14th. The hearing was cancelled due to failure to comply with their own process.

Election information. The Nov. 30th deadline has passed. Two directorships are up for election. 3 freeholders are running in the Burlington Beach district and two in the Hillcrest area. Dave explained that Megan want to rescind her candidacy for the Burlington Beach District.

The election procedure will begin with a list of eligible freeholders in each District from the auditor's office. Then a meeting with the candidates 30 days before the election. The District will then mail out the ballots to each freeholder including a profile by each candidate if they wish to include them. A sealed ballot box will be dropped off to the office under Bob M.'s control for the returning ballots. The election will be closed for walking ins and mailed ballots 4:30 pm the night before the election. Final ballots will be accepted for one hour the night of the regular meeting. At which points the ballots will be taken and counted buy a representative for each candidate and one of the Board's choosing.

Kettle Lake litigation will be discussed immediately after the meeting in executive session.

Miscellaneous Matters

Ed Schwuchow asked to speak about Kettle Lake and his concerns were the additional water coming in and would be against allowing this to happen. Dave agreed that solving

one problem for homeowners should not cause another homeowner to experience problems.

George Smolk also asked for time to talk and asked if anyone had read the Cardno JFNew report. Bob M. explained that these reports were just handed out.

Being no further topics and no one on the agenda,
Bob Garmon closed the meeting at 7:07 pm.

Attest:

Bob Minarich
General Manager
Valparaiso Lakes Area Conservancy District