

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: January 20, 2010

BOARD MEMBERS PRESENT: Sue Gustafson Dick Brychell Ken Hill
Tom Kruse Debbie Miller Megan Summers

BOARD MEMBERS ABSENT : Jack Steffen

CONSULTANTS PRESENT: Dave Hollenbeck Bob Minarich Adam McAlpine
Stuart Summers

The meeting of the Board of Directors of the Valparaiso Lakes Area Conservancy District was called to order at 6:00 P.M. on Wednesday, January 20, 2010 by Chairman Brychell.

- ❖ The minutes of the December 16, 2009 meeting were reviewed. A motion to make corrections was carried.
- ❖ The Kettle Lake issue was discussed.
 - Dave spoke about options to fix this problem with the ultimate solution being to buy out home/land owners. The properties have been appraised at about \$700,000. An interim solution is to have Haas complete an engineering project for about \$50,000.
 - Stuart Summers then spoke about a grant program through FEMA and gave information packets to board members. This program would cover 75% of the cost to buy property and let the land revert back to its natural state. The land could never be built on again. Stuart suggested that John Shepherd handle this application process for us in conjunction with any involvement needed from Porter County. Dave believes that Porter County commissioner Dave Burrus would approve funding payment to John Shepherd to do this. The application process is lengthy, probably 6-7 months.
 - Adam will have numbers in about 2 weeks regarding study for temporary engineering study. Dave will then contact the homeowners regarding the project and the grant.
 - A motion to have Adam continue the study for the Kettle Lake pipe extension carried.
 - A motion to authorize John Shepherd to start the grant process in conjunction with Porter County Hazard Mitigation Grant program carried.
- ❖ The Conservancy budget was reviewed.
 - A motion to reallocate funds to cover year end negative balances carried.
 - Some monies may move some to Rainy Day Fund next month.
 - Expense (\$0) for Directors Liability Insurance was questioned, Ellen to follow up
- ❖ LAC Financials were reviewed.
- ❖ Joe Mitol then went over the maintenance report. There were a few lift station issues, the pole barn still being reorganized, a float was replaced at Cardinal Lift station, and water samples were good.

- ❖ Bob then presented his managers report.
 - Tracking rate numbers were sent to Carl Cender; 25 cents for 2010, 19 cents in 2011
 - Bob will report back to board regarding new mains in Blackhawk Beach area after getting financial information from Ellen.
 - Bob met with Pat Powell from EJP regarding a floc-block system and will have him give a presentation to the board in March. The cost would be approximately \$1,000 per year. A bubbler system could also be looked at but would be more expensive.
 - Dredging of wetlands still being discussed with Dave and homeowners; will get free estimate and presentation although the cost of dredging would be very high.
 - Proffit's Dam: Loomis Lake is above legal lake level. Bob will call Valpo Parks Department regarding this.
 - Beaver count is 26.
 - Prof. John Schoer has not yet reported back, we will ask him for numbers. Last year we donated about \$1,000 to him. He wants to buy equipment with better testing abilities.
- ❖ Sewer financials were reviewed
- ❖ Tina discussed changing the due date for sewage only customers, a missed batch of billing for which late fees will be waived, and switching to paper & envelope billing. Tina will look into changing billing format as soon as possible. The billing we receive from VCU for sewer meter reading will be annual rather than monthly. Sue asked about ACH and online payments, Tina will look into these options.
 - A motion to waive late fees for missed billing carried.
- ❖ Bob and Deb still working on personnel policy and will get back to board at a later date.
- ❖ Ellen reported on the general status of learning new position; overall going well so far. Year-end adjustments are being made as well as follow-up with IN regarding unemployment and withholding taxes. Merrill-Lynch is to report corrected SEP amounts so W-2's can be done. Permission was requested to get an estimate from Chester for a new computer. Basement project is on hold for now.
- ❖ Dave reported that Porter County auditors office should be on track for property tax disbursements this year.
- ❖ A motion to approve Ellen McMeans employment contract carried.
- ❖ Dave Hollenbeck reported on several topics.
 - Election and voting processes were reviewed. A ballot box was obtained from Porter County election board and is at VLACD office for accepting absentee ballots.
 - A motion to have each of the 4 candidates appoint an election clerk from the district to serve at the Feb. 17th election was carried.
 - The water rate increase which is a pass-through from VCU was discussed, with our rate increasing 7% for 2010 and 5% for 2011. Cender provided data for Dave to use in submitting petition for increase to the Indiana Utilities Regulatory Commission. LAC has not had a rate increase other than pass-through increases since 1992. This was due to frugal spending and growth in the district over those 18 years.
 - A motion for Dave to proceed with the petition to IURC for new pass-through rates for 2010 and hopefully 2011 carried.
 - There may be a sewer rate increase from VCU for 2011.
 - Motion to approve 2009 employee performance awards was carried.

- ❖ Adam reported on 3 projects.
 - Valpo American Sewer submittal to contractor (LGS) was approved; crew should be on site next week for 2-3 weeks.
 - Flint Lake outlet project: McCormick Engineering would like to submit a letter of interest.
 - Kettle Lake project: Soil boring reports were reviewed, results being that soil is not good, but better than anticipated. Adam will give estimate on this project with cost possibly different due to putting in a manhole at Chickadee & Oriole and also the original estimate is 2 years old. The manhole would not need to be supported according to soil test.
- ❖ A motion to fund employee HSA accounts for 2010 in the amount of \$500 for individual plan/\$1500 for family plan carried.
- ❖ A motion to approve 7 paid holidays in 2010 as part of employee benefit package carried.

There being no further business, the meeting was adjourned at 7:58 P.M.

Respectfully submitted.

Ellen K. McMeans

Ellen McMeans
Financial Secretary