

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING – January 2, 2009

BOARD MEMBERS PRESENT: Mark Ennes Sue Gustafson Debbie Miller
Jack Steffen Ed Schwuchow

BOARD MEMBERS ABSENT Tom Kruse Dick Brychell

CONSULTANTS PRESENT: Dave Hollenbeck Bob Minarich Adam McAlpine

After determining there to be a quorum present, the Meeting of the Board of Directors of the Valparaiso Lakes Area Conservancy District was called to order at 7:30 P.M. on Wednesday, January 21, 2009, by Chairman Mark Ennes. The meeting was held at the Flint Lake Church of Christ.

Mark Ennes announced that Christine Maassel has resigned her position with the VLACD Board because of scheduling conflicts. Debbie Miller has indicated she would be interested in joining the board. Ed moved to have Debbie sworn in as a board member until February 2010. Jack seconded the motion. There was no discussion and the motion passed unanimously. Dave swore Debbie in.

The minutes of the December 17, 2008 meeting were approved as presented.

The Budget Analysis for the Conservancy District was reviewed and shows a balance, as of December 31, 2008, in the amount of \$140,537.97. The budget was for the ending of 2008 and some line items have negative balances. "Board of Directors" was short \$800.00. Sue motioned to transfer \$800.00 from "PERF". Jack seconded. The motion passed unanimously. "Supplies" was short \$9.54. Sue motioned to transfer \$10.00 from "Manager Salary". Debbie seconded. The motion passed unanimously. "Engineering" was short \$13,091.26. Sue motioned to transfer \$13,100.00 from "PERF". Jack seconded. The motion passed unanimously. "Autos and Trucks" was short \$256.45. Sue motioned to transfer \$260.00 from "Furniture and Fixtures". Jack seconded. The motion passed unanimously.

Cumulative Improvement Fund was reviewed and shows a balance, as of December 31, 2008, in the amount of \$451,445.57.

The LAC Utilities Financial Statement was reviewed and shows a balance, as of December 31, 2008, in the amount of \$182,791.82. The account was negative for the month but positive for the year.

The Maintenance and Operation Report was reviewed. All water samples passed.

There was nothing new on water improvement projects.

There was nothing new on new developments.

There was a soil erosion violation in Wildrose.

All three lakes-Flint, Long and Loomis applications have been submitted to LARE for funding.

The Sewage Account Financial Statement was reviewed and shows a balance, as of December 31, 2008, in the amount of \$198,573.44. There was a deficit for the month but the year end was positive. FEMA will be making some reimbursements because of the rain event.

The claim forms were submitted for consideration of payment. The claims were approved unanimously.

MISCELLANEOUS MATTERS:

Adam reported on the bids for the Cardinal Lift station. Only two bids were received and LGS was the low bidder. Adam, Bob and LGS have met to discuss the bid. Adam has reviewed the bid material and recommends LGS's bid be accepted. Dave reported that both bids have met the legal requirements. The board decided to table further discussion until the February 2009 meeting. Bob has been working with FEMA to get approval on the new lift station, but they may likely not approve the project. Dave will use his discretion and prepare the paperwork to advertise for an additional appropriation, if needed to pay for the lift station.

Haas presented their proposal for engineering services for 2009. Sue motioned to approve the proposal. Debbie seconded the motion. There was no discussion and the motion passed unanimously.

Cender and Associates has submitted a proposal for accounting work for 2009. Sue motioned to approve the proposal. Jack seconded the motion. There was no discussion and the motion passed unanimously.

Dave submitted his proposal for legal services, with no time limit. Sue motioned to approve the proposal. Debbie seconded the motion. There was no discussion and the motion passed unanimously.

Dave reported to the board about the FTC's "Identity Theft and Prevention" program. Dave has a policy for VLACD. Jack motioned to approve Resolution 09-01. Sue seconded the motion. There was no discussion and the motion passed unanimously.

Dave reported on the latest audit results. Katie reported that the payroll dates will be changed. Katie will also follow up on the software issue. Dave and the staff will meet regarding the utility penalties and if and when they may be waived.

Sue will follow up on the HSA funding and report back to the board at the February 2009 meeting.

Mark reported about the request to hire Mark Wilkins to replace Bob Finley. Sue reported what the starting wages are at Valpo Water for trained and untrained personnel. Mark does have a CDL and has worked water and sewer utilities. Sue motioned to hire mark at \$18.00 per hour with benefits, because of his past experience. Jack seconded the motion. There was no further discussion and the motion passed unanimously.

Mark reported about the last meeting with Commissioner Harper regarding Kettle Lake. VLACD has started the process regarding the appraisals of the homes that are affected by the flooding the most. The County and VLACD will split the cost of the interim drain and appraisals 50/50 up to a cost of \$25,000.00 each. Debbie motioned to approve the agreement. Sue seconded the motion. There was no further discussion and the motioned passed, with Ed voting NAY.

Dave reported that the 2008 tax bills have not been sent out yet.

The job descriptions were reviewed by the board members. Sue motioned to approve the job descriptions. Debbie seconded the motion. There was no discussion and the motion passed unanimously.

There being no further business, the meeting was adjourned at 9:00 P.M..

Respectfully submitted,

Katie Kostantios
Financial Secretary