

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING –February 18, 2009

BOARD MEMBERS PRESENT: Sue Gustafson Debbie Miller Megan Summers
 Jack Steffen Tom Kruse Dick Brychell

BOARD MEMBERS ABSENT : None

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, February 18, 2009. The meeting was held at the Flint Lake Church of Christ. Mark Ennes announced his withdrawal of his nominating petition to continue serving on the VLACD Board. He suggested Ken Hill assume his position on the board.

Attorney Hollenbeck opened the Annual Meeting. Dave swore in Megan Summers for her term on the VLACD board. Dave asked for nominations to fill the Chairman's position. Deb nominated Dick Brychell for Chairman. There were no other nominations. Tom moved to have Dick serve as Chairman. Jack seconded the motion. There was no discussion and the motion passed unanimously.

Chairman Brychell requested nominations for Vice Chairman. Jack nominated Sue for Vice Chairman. Sue nominated Tom for Vice Chairman. A vote was taken and Tom, Deb and Jack voted for Sue. Megan, Sue and Dick voted for Tom. Since there was a tie, a new vote was taken. The second vote resulted in a majority vote for Tom. Tom was voted in as Vice Chairman.

Katie gave Dave the complete set of 2008 minutes to submit to the Circuit Court of Porter County.

The Annual Meeting was opened up for public comment. Tom Banaszak had comments for the board.

Jack motioned to close the Annual Meeting. Sue seconded. There was no further discussion and the Annual Meeting was closed.

Deb moved to approve the minutes of the January 21, 2009 meeting as presented. Sue seconded. Motion passed unanimously.

The Budget Analysis for the Conservancy District was reviewed and shows a balance, as of January 31, 2009, in the amount of \$123,436.43. Dave explained the Rainy Day fund. There were still some errors on the 2008 Budget Addendum, which Katie will correct. Deb moved to transfer \$1,914.93 from the General Fund to the Rainy Day Fund. Jack seconded. There was no further discussion and the motion passed unanimously.

Cumulative Improvement Fund was reviewed and shows a balance, as of January 31, 2009, in the amount of \$451,709.34.

The LAC Utilities Financial Statement was reviewed and shows a balance, as of January 31, 2009, in the amount of \$182,578.08. The account was negative for the month and 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 were no soil erosion violations.

Bob reported that the new pump was installed at Cardinal lift. While there, Gasvoda checked the other pump and it needs repair. FEMA will not pay for any work on the new lift station equipment at Cardinal.

Bob and Matt are working on repairing the manhole at Flint Lake Gateway.

Bob spoke to Nate from Aquatic Control and Nate would like just one person to deal with this year for invasive plant species eradication.

Bob brought up his idea to involve the school children from Flint Lake Elementary school in the Walgreens property wetlands that LAC will oversee.

The Sewage Account Financial Statement was reviewed and shows a balance, as of January 31, 2009, in the amount of \$217,176.55.

The claim forms were submitted for consideration of payment. Jack moved to approve the claims. Sue seconded. The claims were approved unanimously.

MISCELLANEOUS MATTERS:

Katie reported to the board about the under billing of accounts. Bob and she have started to look at all the accounts and see where billing errors are. Katie reported that of the 2 temps that are working at the front desk, one is working out very well. Katie requested that the board revisit the idea of having a full time person at the front desk to hopefully cut down on the errors that have occurred. The board discussed the errors and the idea of hiring a full time person for the front. Sue moved that a full time person-Tina- be hired. Deb seconded the motion. There was no further discussion and the motion passed unanimously.

Bob reported about Paul Loberg's request for reimbursement on the main he put in on Long Lake Lane. Paul has sent all the receipts to Bob for his review. Bob suggested reimbursing Paul \$4,418.42 which would be the part of the line that would benefit LAC. Megan motioned to pay Paul \$4,418.42 if agreed upon. Sue seconded. There was no further discussion and the motion passed unanimously.

Adam reported on the Cardinal Lift station. There is no FEMA assistance for the work that needs to be done. The cost of about \$190,000.00 would have to be paid by LAC. Adam also reported about applying for the Federal stimulus money to pay for the Valpo Americans sewer line repairs. Tom motioned to have Haas and Associates move forward with the paperwork needed for the stimulus application for the Valpo Americans' line. Sue seconded the motion. There was no further discussion and the motion passed unanimously.

Tom motioned to have Dave place an ad for an additional appropriation for \$200,000.00 to pay for the Cardinal lift. Sue seconded the motion. There was no discussion and the motion passed unanimously. Dave and Katie will work on the liquidity of the funds available to pay for the work.

Sue motioned to have Haas and Associates accept the bid from LGS and to order the generator for the Cardinal lift station. Jack seconded the motion. There was no further discussion and the motion passed unanimously.

Dave reported on the change of late fees for NSF checks. Deb motioned to approve the Resolution establishing the NSF fees to be \$30.00 per returned item. Tom seconded the motion. There was no discussion and the motion passed unanimously.

Dave reported that Ken Hill would serve on the board until February 2010 if approved. Megan motioned to appoint Ken Hill as board member. Tom seconded the motion. There was no discussion and the motion passed unanimously.

Because of the audit, a policy on the waiving of late fees needs to be adopted. Sue motioned to allow the waiving of one late fee/penalty per every 12 months. Megan seconded the motion. There was no further discussion and the motion passed unanimously. Any other additional waiver would have to go before the board. Dave will write up a formal policy for the board to approve and sign.

Dave reported that the 2008 tax reconciliation bills are due to go out soon.

Tom Banaszak asked for an update on the drainage re-routing from the Costas property.

There being no further business, the meeting was adjourned at 9:30 P.M..

Respectfully submitted,

Katie Kostantios
Financial Secretary