

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: March 16, 2011

BOARD MEMBERS PRESENT: Bob Garmon, Deb Miller, Dick Brychell, John Steffen, Don Karieva

BOARD MEMBERS ABSENT: Megan Summers, Tom Kruse

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich, Kenn Kraus, Dale Brewer

Audience: Bill Townsend, Tom Banaszak, Walt Brietinger

Meeting called to order by Chairman Dick Brychell at 6:01 pm.

Motion to approve the minutes of February 16, 2011 by Don Karieva and seconded by Bob Garmon. Motion carried.

Attorney's Report

Due to a Valparaiso University basketball game Dave gave the attorney's report first.

The general fund budget was certified at \$167,600. This equates to a general fund tax levy of 7.5 cents per \$100 of assessed evaluation. The cumulative fund levy was certified at around \$30,000 and equates to 1.3 cents per \$100 of assessed evaluations.

The two equals 8.8 cents tax rate per \$100 of assessed evaluation.

Secondly, engineering proposals for services had come in with 4 responses. The engineering committee can now meet and come back with a recommendation.

A request to Dave for an update concerning the LGS litigation and Dave explained that he had been in touch with LGS's attorney and to whom he provided the names of 3 construction law mediators. The monies due for non-contested work are being withheld until mediation.

Review of Conservancy District Budget

Dick requested a heading to be included in the future. A short talk concerning the 2010 per diems and the 1099's for next year. No other problems mentioned.

Review of the Water Utility

February was positive, year end still negative. There was a quick question on taxes which Dale answered. Don questioned the 941 taxes being paid weekly instead of every quarter. Dale explained that the 941's must be paid weekly by law.

Review of Sewer Utility

February is positive and year end is positive. Both water and sewer bills to the City Utility are current.

General Manager's Report

Cash drawer, printer and scanner are functioning. The software for check reconciliation is working. Meters have come in and are being installed. A handout of Household Hazardous Waste collection sites was requested to be sent out with the next billing. Next month we will get the phosphate letters out. Materials for Phares Lane were ordered today. Osteadt Drive lift station, one pump is acting up and should be re-built. There was a request for prices to both re-build and new. A discussion to buy new and keep the old motor on the shelf until needed was thrown around. It was decided that more information is needed. The flyer for the Strategic Plan was discussed. Additional verbiage about the Plan explaining it to the citizens was decided to be better than an additional photo. Bob applied for a kit from DNR to test the waters for the Hoosier River Watch.

Maintenance Report by Matt Arts

The floats at Cardinal lift were tangled up again. There were 11 meter change outs and 42 shut offs. Matt offered to get quotes on paving the office driveway. Tina mentioned that a new sign would be a nice touch. She will check into it.

Bob mentioned that the annual report from the clean lake program was handed out. This report versus the early reports indicated that Flint Lake is recovering. He also talked about the Wildlife meeting in which Professor Jon Schoer was a presenter. Prof. Schoer used the data from the Chain of Lakes testing which does show the District as pro-active. Prof. Schoer will be asked to cost out the interns for the year and hopefully give a short lecture to the Board. The MS4 educational school programs are being worked out in conjunction with the City of Valparaiso's programs. Bob went on to explain where the NIRPC programs are spending monies to educate the general public. Examples are: radio ads, movie theater ads and newspaper promotions which are funded through NIRPC in which we pay a fee to be a part of.

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*

Disk is considering adding a committee to review the plan itself.

Dale's Report

She has had some interface problems between what Tina is reporting and what the accounts receivable is showing. The company rep is working on that and some payroll issues.

Engineer's Report

Nothing new. Bob requested that there are some problems with the inflow of road salts at Bullseye Lake and would like to talk it over with Kenn. Don requested that we wait until the engineering firm review is completed. Dick mentioned that a trash clean up should be looked into and arranged. Tina will look into setting up volunteers. There were a lot of positive comments on getting this arranged. Walt thought it would be a good idea to incorporate the Chain of Lakes group into this also.

Bob Garmon brought up televising the Valpo-American line. Kenn mentioned that we have a one year warranty on the project which does not start until final payment is made. Bob Minarich will look into costs.

Committee nominations will be held off as several ideas have changed. Anyone with requests to be on a committee should contact Dick as soon as possible.

A cost for a part time person was brought up by Bob M. A former part timer was paid at \$15/hour. Deb and Don mentioned that they may have someone who may fill the bill. Don mentioned that \$10-12 was reasonable.

There being no further business the meeting was adjourned at 7:14 pm.

Respectfully submitted,

Bob Minarich

General Manager