

# VALPARAISO LAKES AREA CONSERVANCY DISTRICT

## MINUTES OF MEETING: March 14, 2012

BOARD MEMBERS PRESENT: Tom Kruse, Bob Garmon  
Rolando Chilian, Mickey Koehler  
Don Karieva, Megan Summers

BOARD MEMBERS ABSENT: None

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich, Tim Haas

Audience: Tom Banaszak, Walt Breitinger, Nancy Satterlee, Mr. Sunil Dhoot

Meeting was called to order by Chairman Bob Garmon at 6:00 pm.

Megan made a motion to approve the minutes. Seconded by Tom. Motion carried.

Review of Conservancy District Budget (Light Green)

No comments. Dale mentioned the new layout will have the claims broken out clearly.

.

CCIF

No comments.

Review of the Water Utility (Blue)

No comments.

Review of Sewer Utility (Light Brown)

No comments.

Don made a motion to approve the claims. Seconded by Tom. Motion carried.

General Manager's Report

Bob M. mentioned a home on Watzke Rd. who offered to repave the street in front of his home if we would replace his water service while we install the hydrant by his house.

Lead and copper testing this year. 10 samples.

CCR reports due this soon.

LARE grants \$10K for aquatic vegetation management report and \$8400 for chemicals for treatment.

Sediment removal – a talk can be given on dredging. The Board is interested on hearing the details.

Ming and I will run a booth on Earth Day at the Porter County Expo Center.

Maintenance Report

Matt reported that on the clearing of the beaver dams and that there where 22 shut offs and 11 meter change outs. Needs to get some paint for the lift stations. There was a bit

of a discussion on the beaver trapping and how it is accounted for and where the trapping takes place. Bob M. mentioned “Beaver Deceiver” to prevent the need to kill beavers. After a short laugh, Bob will try to send a video to everyone on it.

Don made a motion to commend by accommodation or plaque for Dick Brychell’s many years of service. It was explained by Dave that Conservancy District money cannot buy plaques. Tom seconded. Motion carried. Tom made a motion to also give Deb the same honor. Bob seconded it. Motion carried.

### Strategic Plan Reports

#### **Conservancy**

*\*Wetland Program (Megan)*

Dave will meet with Rick Hudson at the end of month and have a report next meeting.

*\*Annexation Policy (Don)*

*\*Office and Meeting space (Tom and Bob)*

*\*Public and Customer Education*

*\*Grantor policies ()*

#### **Water Utilities**

*\*Meter conversion ()*

*\*Outsource water billing (Megan and Tom)*

*\*Rate making control. (Dave)*

Dave gave a report on IURC’s new processes for opting out. Tom made the motion to withdraw, Don seconded and Dave to move forward on the water utility to withdraw.

*\*Replacing underground pipes. (Bob M. and Don)*

#### **SEWER**

*\*Sewer service extensions. (Don).*

*\*Infiltration and Inflow reduction (Megan)*

*\*Sewer rates*

*\*Work with the city towards mutual best interests*

#### Financial Report

Dale has the new payroll done and working on the other account payable entries. The State Board of Accounts is aware we are switching from accrual to cash basis.

#### Accounts Receivable Report

Laura brought up auto pay software for customers want to pay by bank drafts/ACH. \$2500 for the module. She estimated the 200 customers use it a month now. Bob Garmon made the motion, Don seconded it. Motion carried.

#### Attorney's report

Dave talked about a statutory provision which allows the financial clerk authority to pay certain monthly costs. Utility bills, fuel charges, etc. Rolando made the motion, Tom seconded it. Don questioned unapproved bills and Dave stated these are to be regular monthly charges. Motioned carried.

Real Estate property tax bills have gone out.

Board compensation is to be determined now by the Board with a limit of what is reasonable and then approved by the Circuit Court. Dave recommended that this goes to committee. Bob G. agreed that this is not a bad idea.

It is legal for the Conservancy District to enter into inter-municipal agreements. "Conflict of Issue" is limited to monetary items and declaring this openly at a meeting is all that is necessary to prevent problems. An Ethics pledge was passed out to all members.

There is a vacancy on the Board. A letter to all freeholders in that District was sent out. Nancy Satterlee introduced herself as an interested candidate. Don moved to appoint tonight. Rolando seconded. Motion carried. Next, Mickey nominated Nancy, seconded by Rolando. Motion carried.

#### Engineering Report

A brief report was given on the Burlington Beach Road project affecting the VLACD office area and drainage. The new culvert will raise the water in the ditch but not significantly. Bob G. brought up the outfall of Flint Lake and use this current project as a springboard for improving the outfall. Dave has talked to Tim Burkman about this issue. Tim agreed to arrange a meeting with himself, Tim Burkman and Bob M. and Bob G. to see if the City will partner on this work. A motion by Rolando and seconded by Don to have Tim arrange this meeting. Motion carried.

Sunil Dhoot asked to talk about his sewer bill. Last month, the Board agreed to remove all late charges/penalties and Mr. Dhoot was to pay the balance. Mr. Dhoot felt that this is unreasonable since the water is off and no sewage is or has been used. After a lengthy discussion, it was agreed to halve the bill. Mr. Dhoot agreed. Mickey made the motion, tom seconded it. Motion carried.

Bob closed the meeting at 7:48 pm.

Respectfully submitted,  
Bob Minarich  
General Manager