

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: April 20, 2011

BOARD MEMBERS PRESENT: Bob Garmon, Deb Miller,
John Steffen, Megan Summers, Tom Kruse
Don Karieva

BOARD MEMBERS ABSENT: Dick Brychell

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

Audience: Jon Schoer, Tom Banaszak, Lee Nagai

Meeting called to order by Vice Chairman Tom Kruse at 6:00 pm.

Motion to approve the minutes of March 16, 2011 by Megan Summers and seconded by Bob Garmon. Motion carried.

Professor Jon Schoer from the Chemistry Department at Valparaiso University was given the floor. He explained his handout for the cost of an intern(s) for both summer and fall testing. Heavy metals, total suspended solids, phosphorus and many other water quality parameters would be tested. Probes for the sondes (buoy) will be replaced. A report at the end of the season would be included. The cost per semester is approximately \$1350 and the annual cost of updates about \$1000. Don made a motion to approved \$2500 for this program, Deb seconded the motion. Motion carried. Money is to come out of Conservancy funds out of contractual services.

Review of Conservancy District Budget

It was discussed that Dale's pay be split 1/3 water, sewer and conservancy. Dave question whether conservancy checking and conservancy savings are out of the general fund. The CD's were questioned as to what funds they were from and will be researched to be positively verified. A discussion also followed on the loan of the Sierra pick up truck and it was agreed to pay off the balance of the loan. Bob made a motion to pay off the loan and Deb. Seconded it. Motion carried.

Review of the Water Utility

There was a discussion on the dental payment which is the employee's contribution to their plan. Lake monitoring' line item will be removed from the water utility financial sheet. Income \$90,000 expenses \$102,000.

Review of Sewer Utility

\$102,000 income \$82,000 expenses.

General Manager's Report

Phares Lane materials are in and hope to start the last week in April. Osteadt lift pump costs: several different options.

- A. 15 hp dry pit pump.
- B. 15 hp submersible dry pit pump.
- C. 10 hp dry pit pump.
- D. 10 hp submersible dry pit pump.

Not including installation. Bob M. recommended buying one 15 hp submersible pump to reduce inventory. Rebuilding the pump (no cost yet). This will buy us some time to replace a pump at Island Road next. Bob made a motion to buy the 15 hp submersible pump at \$11,743 plus installation costs. Don seconded it. Motion carried. Dave suggested making an additional appropriation out of the conservancy fund. Don then made a motion to instruct Dave to make an additional appropriation. Deb seconded. Motion carried.

Televising the Valpo-American line should not cost beyond \$800 for 4 hours if the line is clean and no problems. If there is a problem it will be far more than an additional 4 hours and the cost will skyrocket.

VLACD was approved to receive a Hoosier Riverwatch monitoring kit.

Maintenance Report by Matt Arts

25 meter change outs and 35 delinquent shut offs. Hydrant flushing starts May 6th. Water samples are okay.

Parking lot paving costs came in. Harrison Paving was the lowest at \$6600 for both customer and employee parking areas totaled. It was tabled until the Board can view the areas to be paved.

A sign identifying VLACD for the front of the building was also discussed.

Strategic Plan Reports

Conservancy

**Wetland Program* (Dick, Debbie and Megan)

Megan mentioned that she didn't get to talk to Rich Hudson about the wetland inventory. Dave added that he has plans to sit down with Rich to clarify what the Board wishes are.

**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*

Engineering Committee

Tom stated that the committee met and their recommendation is to stay with Haas and Associates for the next year. Tom so moved, seconded by Megan. Motion carried. A discussion followed concerning having the engineer available at meetings. It was recommended that the engineer be available at meetings unless notified otherwise.

Bob M. then mentioned to the Board that he and Kenn will be looking at Bullseye Lake for improving BMP's around the lake. BMP's are to reduce contaminates including salts, rubbish, oils and other contaminants.

Dale's Report

Began checking out meter deposit funds. There seems to have been some deposits into the wrong accounts. Payroll problems have been corrected. Working with Bob M. to set

up checks and balances on all checks and claims for the District. Corrections to other accounts where the money was taken out of the wrong accounts will be handled with one check back to the correct account.

Engineer's Report

Nothing to report since Phares Lane.

Attorney's Report

The State Board of Account's audit has not gone public yet. Property taxes are still on schedule. Dave wants to meet with both Bob M. and Dale to set up a contract for her continued employment.

Misc. matters

Lee Nagai thanked the Board for allowing his firm to send in an engineering services proposal.

Tom Banaczek asked about the City's storm water fee and was advised to talk to the City if he wishes the City to spend money on his wetlands. His second topic was the silt fences at the Y. Bob M. will talk with Mingyan at the City.

Don requested that all Board members be notified of any committee meetings.

There being no further business the meeting was adjourned at 7:35 pm.

Respectfully submitted,

Bob Minarich
General Manager