

The maintenance department would like to purchase a sand blasting box to use on hydrant heads to remove paint build-up. It would be \$109 plus bags of sand. The board approved this purchase.

Bob has spent a lot of time with Alexis going over financial information. He reported that the MS4 audit is tomorrow at 1pm. He anticipates that it should be only a couple of hours. He said that we are able to trap beavers year-round due to our easements. Cardinal lift station is due to go live on Monday, July 20th. The Valpo American project is going well. We have a soil erosion problem at Wild Rose and Garden Gateway. Bob requested that Tina be given a raise of \$1.50 per hour. The personnel committee is in agreement and Debbie moved to approve the raise effective for the Friday payday. The motion carried.

Wastewater/Sewage financial information was reviewed for May and June 2009. Both months are negative for the year. If not for the overtime and sewage double payment, we would be in the black for about \$20,000.

The claim forms were still being passed around. Dick asked that any questions be submitted at the end of the meeting.

MISCELLANEOUS MATTERS:

Dave spoke about the 2010 tax situation. The total 2010 budget is \$163,100 is virtually the same as 2009. Since property tax amounts are decreasing, the proportion of the tax bill for VLACD will increase. We may be told that we have to cut our budget. Dave is working to have conservancy districts excluded from the cap. School funds will be impacted.

The Dept of Local Government Workshop will be held August 4th at 1:30 pm on the 2010 budget. Dave will require the June 30th cash balances for that meeting. Regarding the tax dollars, we are still missing 2009 funds.

VLACD received loan proposals from First Source for 3.98% provided we return our banking business back to them, Horizon 4.35% and Centier for 4.55%. The loans must be re-negotiated after 24 months. Payback will be in a 3-5 year time frame. We will take \$49,000 out of the Cumulative Improvement fund and borrow \$97,000. Since Horizon is willing to hold the interest rate at 4.55% for up to five years, Horizon seems to be the best option. A motion passed unanimously to use Horizon and try to get a 3.98% loan. Sue moved to obtain a loan from Horizon. Debbie seconded the motion. The motion passed unanimously.

Dave also passed out Alexis' employment contract with the recommendation that Dave and Alexis sign the agreement after review. Debbie asked about benefit eligibility after 1,000 of employment. Dave will investigate the law on benefits. Alexis explained that although it is too soon to say, 30 hours a week might work well for this position. Dick also wanted to add a line item to complete other duties at the board's discretion.

Adam reported that the Cardinal Lift station has a no cost change order with a completion date of July 1st. Adam asked that Dick sign a 27 day extension. Adam is scheduling with Precision Systems now. They just need to set-up the fence and grade it.

Adam also reported on the Valpo American project. Haas Engineering has met with the City of Valparaiso to get their feedback. They had questions about soil erosion and suggested an epoxy lining on the inside of the pipe. The contract must go through the Board of Works as a formality. The city also wanted to ensure that there would be a meter in the pipe. Valpo Americans will need to provide a temporary construction easement to do the work. Adam estimates that the project will cost about \$300,000. The bid opening will be on August 12th at 3pm. The pre-bid discussion will be on August 5th.

Alexis reported that she is working on correcting the sales tax calculation. The data used for monthly financial reporting was hand-keyed by Katie. We would need to purchase a data export module for \$1,750 to automatically export to Excel. VLACD had 9 NIPSCO accounts- we should consolidate into one bill. We need the original court order faxed to NIPSCO to link the accounts. We are spending a lot on training with FREY and Co. but we are trying to minimize the amount. We will end the sweep account at Horizon to obtain bank balance information. Alexis would like to try to do payroll via EFT. Dave will ask the State Board of Accounts to contact Alexis with an answer. FREY software is DOS based and has high annual costs, but is it worth the time/effort to convert to new software? Tina will help Alexis to set-up vendor files (no vendor files since 2005). There was a discussion about the DOT matrix printers. Tina mentioned that customer bills must be printed with a DOT matrix printer. We will research how to convert to laser printers.

The claims forms still need to be signed by Dick, and he did so.

There being no further business, the meeting was adjourned at 7:50 pm.

Respectfully submitted,

Alexis Rubin
Financial Secretary