

# VALPARAISO LAKES AREA CONSERVANCY DISTRICT

## MINUTES OF MEETING: August 20, 2014

BOARD MEMBERS PRESENT: Don Kareiva, Mickey Koehler  
Nancy Satterlee, Bob Garmon  
Christian Anderson, Tom Kruse

BOARD MEMBERS ABSENT: none

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich

Audience: Tom Banaszak, Walt Breitinger

Meeting was called to order by Chairman Bob Garmon at 6:00 pm at the Valparaiso Lakes Area Conservancy District's office.

Nancy made a motion to accept the minutes and Bob seconded it. Motion carried.

Bob brought up the matter of water leaks. The customer requests for rebates were given to Rolando by Don. Bob moved that a 50/50 share for sewer be given and seconded by Nancy. Motion carried 5-1.

### Financial Report

Nancy gave her report on the financial reports and the claims and questioned jumbo door hangers.

She moved to accept the financial reports and seconded by Bob. Motion carried. 6-0.

She then moved to accept the claims including jumbo door hangers. Mickey seconded it.

Don questioned the cost of the sewer manhole risers and Bob M. stated he would bring that up later in his report. Motion carried. 6-0

Tom Banaszak was given the floor and requested that the Board's attorney research the easement along Island and Bullrush Road. Mickey questioned the use of the District's attorney to research this. The rest of the Board agreed and instructed Dave not to do this research.

### General Manager's report.

The JFNewCardno bill was to be paid by consultants. The HR audit to be paid out of?

A discussion on the comparison cost of salaries was asked about. It was not included in the handbook but emailed a while back to everyone.

The cost of risers was sent to three different companies. 25-1 1/2" 25-2" and 12 lids.

Forney's cost was the lowest at \$8159 with gaskets. Rolando moved to purchase from Forney's in the sewer fund. Christian seconded it. Motion carried 7-0.

A manhole at Don's was found to have cement peeling but not critical. The next two manholes to the west were progressively worse. Bob M. presented a quote from Spretra Tec for \$6750 for three manholes. \$250 per vertical foot. Rolando moved and Don seconded the quote from Spretra Tec. Mickey questioned other companies which will be researched in the future. This was to be paid for out of sewers by Don. Motion carried. 7-0.

Bob M. mentioned the City will be back billing us on the new rates for the sewers. Board asked if the City would give us a little time to pay it off.

Leisure and Grossland. Bob stated that 6" is fine. The asst. fire chief was fine with that but the Chief has not called back. There was some discussion on 8" vs 6". An informal vote was for 8". Full speed ahead on the sewers until the plans come back from the State. *The State is now telling us that whenever the water main crosses below a sewer service there must be a steel casing installed 10 feet in each direction.*

The old vactor is gone.

An additional 35 manholes inspected. 4 were brought up to grade. Nearly 6000 foot of sewers jetted.

New home going up in WildRose.

Walked through the Cook's property with the botanist. A lot of good information was learned.

Flushing of the water mains was completed?

A discussion about the status of the water main projects. Bob suggested that finishing up the sewer inspections first. Tom asked that the Board give Bob M. a more concrete answer on the sewers and water mains. Bob M. guessed that the sewers should be done by Oct. 1<sup>st</sup>. Water Main should take about week to get in after that.

Fire hydrant damaged. Mickey brought up that all damage over \$100 be reported to the police. The Board directs that the police are notified in the future. Mickey so moved. Bob seconded it. \$100 to be the limit. Mickey approved the change to his motion. Christian seconded it. Motion carried 7-0.

Matt's field report.

2 meter change outs. Don questioned why change out are still going on. Since we are now done to just a few not changed out, we catch the homeowner at times and get it done. Plus change outs are an ongoing thing as meters malfunction or need to be checked or customers move in and out. 29 locates. No seasonal turn ons.

Bob brought up the Bob M. will be gone for the next meeting. Bob asked to change the meeting to the 24<sup>th</sup>. Don moved and Tom seconded it. Motion carried. 7-0.

Accounts Receivable  
Nothing

Personnel Committee Thomas Kruse  
Nothing

Soil Erosion Committee Christian Anderson  
Christian asked that the committee be changed to environmental to cover more topics. He listed several topics that were discussed at the committee meeting. Nutrients, MS4, soil erosion, flooding, floor drains and filters. Christian then moved to change the name to the environmental committee. Rolando seconded it. Mickey questioned the need and Dave suggested that this shows a consensus by the board to do this. Motion carried. 7-0.

Public Relations Rolando Chilian  
Rolando brought up the bios.  
Bios and photos to be given to Laura.

Engr. and Safety Bob Garmon  
Nothing

Short and Long term planning. Don Kareiva  
Don talked about Sunny Lane. Dave will cover this in his report.

Attorney's report  
Dave asked Dale about changing the Sept. regular meeting. She has already published the public hearing tax notice.  
The 2015 adoption of the General and Cumulative funds has begun. The last chance to change the budget was presented.  
Dale mentioned that the meeting change was a huge hassle to re-advertise the public hearing and Dave came up with a suggested motion that the Board can hold a public hearing on the 17<sup>th</sup> and regular meeting remain at the 24<sup>th</sup>.  
Bob moved that we accept the proposed 2015 budget as presented. Nancy seconded it. Motion carried 6-1.  
Bob then moved to move the Sept. 24<sup>th</sup> meeting back to 17<sup>th</sup>. Mickey seconded it. Motion carried 6-1.  
The budget has been submitted to the County Council by Dale.  
Dave then asked if we could put a link to the Gateway system on our web page and will contact Ms. Susan Gustafson to set this up.

County wide storm water management fee will be implemented. The District is exempt.

The Cook property has been surveyed and the report has been delivered to the Board. Dave was authorized to talk to the Cooks about costs by a motion by Bob. Christian seconded it. Rolando asked if there was any down side by bringing it up to the Cooks? Mickey asked if Bob M. could talk to the Cooks instead of Dave. Bob made that motion. Bob then amended the motion to have Dave meet with the Cooks. Nancy seconded it. Motion carried 7-0. Bob M. will also attend.

Dave asked Walt if Robin can get us his final report on or before Sept. 1<sup>st</sup>. Walt will contact him.

Office space report. Interviews are completed and surveys done and should be back to the Board by Oct. 1<sup>st</sup>.

The Burlington Beach Road project. Dave brought up the past efforts by Stu Summers. Some of our property is needed for the widening and we might be able to get the sidewalk back on the project.

Sunny Lane. Poulos wants to serve the entire subdivision with both water and sewer. The City is a long way from being able to do that. Does not appear to be a problem is it is only a few homes for sewers. Bob moved that JPR engineers do a preliminary study as to how far we could provide sewers to this subdivision by gravity and an approximate cost to each homeowner. Christian seconded it. Motion carried 7-0.

Bob closed the meeting at 7:34 pm.

Attest:

Bob Minarich

General Manager

Valparaiso Lakes Area Conservancy District