

# VALPARAISO LAKES AREA CONSERVANCY DISTRICT

## MINUTES OF MEETING: August 24, 2011

BOARD MEMBERS PRESENT: Dick Brychell, Bob Garmon  
John Steffen, Megan Summers, Tom Kruse  
Don Karieva

BOARD MEMBERS ABSENT: Deb Miller

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

Audience: Tom Banaszak, Walt Breitinger, Joel Miller

Meeting called to order by Chairman Dick Brychell at 6:05 pm. Reminder that next month's meeting will also be on the 4<sup>th</sup> Monday. September 28<sup>th</sup>.

Megan moved to approve the minutes of June 15, 2011. Seconded by Bob. Motion carried.

### Review of Conservancy District Budget

Dave will create an appropriation to pay \$66,318 into the general fund out of CCIF.

### Review of the Water Utility

Water was down \$3000 for the month and \$14,000 for the year.

### Review of Sewer Utility

A CD matured of \$32,000. The money was not re-deposited and left in their appropriate accounts.

Sewer was down over \$13,000 for the month but is \$5000 to the positive for the year.

### General Manager's Report

Flint Lake Gateway and Island Road sanitary manhole has had severe flaking in the concrete. Kenn and I will inspect and list options.

We installed security cameras in the office.

A visit to the YMCA shelter showed that there was nothing to hold down the disturbed soil. It was recommended that straw be crimped and water.

New home maybe two in Wild Rose.

Nothing from Marigold Lane.

Aquatic Control's Nate Long suggests that we wait until the new year to try and get LARE funding rather than spend money for the end of summer.

### Maintenance Report

12 meter change outs.

28 delinquent shut offs.

2 bacterial samples taken and both were good.

The black toppers came in and seal coated our driveway with out approval. Ricky quoted \$650 and B & G quoted \$300. Board recommends that Bob works out the details and costs.

Joel Miller on Summer Road mentioned that he had rusty water. Bob and the field guys went out there and flushed out the dead end. It was missed during the flushing program and the guys are now aware of it.

#### Strategic Plan Reports

##### **Conservancy**

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

*\*Annexation Policy (Don and Dick)*

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

Bob will be checking on what we can do with our office as far as a meeting site and also possible other sites for a meeting room. Jamaica Me Tan could be a possibility. A discussion ensued about the land north of Jamaica-Me-Tan.

*Quick update on Jamaica-Me-Tan. The owners have been determined and Deb is going to find out if there is some interest in selling.*

*\*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*

#### Financial Report

Dale reported a glitch in the software with sales tax. Does not appear the software company will be able to correct the calculations.

A payroll problem was also found when a person who is salaried uses personal time. She suggests that we start looking for new software. Keystone is the recommended software across the State.

Tom recommends we start shopping.

Dave recommends that we get three quotes.

Dale is making plans to visit the Town of Porter to inspect their software.

#### Accounts Receivable Report

Laura has nothing to report.

#### Engineer's Report

Flamingo Drive had been surveyed.

#### Attorney's Report

Copies of Cender's preliminary drafts of LAC Utility's financial reports were handed out. Water shows it needs an 18.97% increase and sewer needs a 9.86% increase.

A rate case would be needed for water. Sewer does not.

The Murray case has been handled. A leak was found by Bob at their house but it was outside in the sprinkler system.

2012 Budget time. The financial committee recommendations had been made and included in the draft which was handed out. The total budget is \$172,400. A 2.89% increase. A public hearing is scheduled for Sept. 24<sup>th</sup> and with the October meeting it will need to be adopted.

#### Misc. matters/public input

Tom Banaszak questioned the legal expenses at \$135 per hour. Dave provides an itemized bill for all expenses to water/sewer and conservancy.

Joel Miller questioned the silt build up south of Summer Road and through the wetlands and whom Dave represents. Dave replied that his client is VLACD and not the individual persons in the District.

Megan explained the efforts that VLACD has taken to educate residents/contractors on silt and fertilizers and the gradual changes in how people take care of the lakes.

Walt also discussed the silt/mud and milfoil problems.

The district will hold a workshop Sept. 10<sup>th</sup> on several different lake management issues.  
9 am to noon.

There being no further business the meeting was adjourned at 7:22 pm.

Respectfully submitted,

Bob Minarich  
General Manager