

# VALPARAISO LAKES AREA CONSERVANCY DISTRICT

## MINUTES OF MEETING: September 18, 2013

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

BOARD MEMBERS ABSENT: none

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich, Ryan Laughlin, Dale Brewer

Audience: Tom Banaszak, Bob Finley, Jason Baker, Walt Breitinger, Laura Grayam

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

The rules were suspended in order to give Jason Baker the floor to present the Invoice Cloud program.

Key points: Customers can bring up and view/pay their accounts.  
Partners with Keystone software  
Email notices for payments  
LAC would pay \$50/month  
Customer may pay \$2.95 on average for convenience fee.  
Their site is secure and will hold us harmless.  
Landlords can access all of their accounts.  
This is for on line payments, otherwise a laptop or atm is needed.  
We could expect customer usage between 10-12% the first year.  
Likely end up between 25-40% usage.

Rolando made a motion to approve the minutes. Don seconded it. Motion carried.

### Financial Report

Don reported the water and sewer funds are very good.

Don then made a motion to approve the financial statements, seconded by Rolando. Motion carried.

On the claims there were 4 he questioned. 2 from Lake and Pond Biologists for the LARE work and should be paid. 2 claims from Cender's claims came in at \$6650 when the Board approved up to \$6000. Cender was contacted and lowered the bill to \$5600 which Don agreed to pay. Dave corrected that there was only one claim from Cender. Don then moved to pay the claims, seconded by Tom. Motion carried.

### General Manager's report

Pay recommendation #2 for Pajay's work was approved by Haas and Associates. The work left to be done is less than the retainage amount. I recommend the Pay

recommendation #2 be paid in the amount of \$43,037.13. This leaves a retainage of \$6,014.10 Board does not need to a vote.

Change order #3. A driveway cut for \$280 was brought up. Bob made a motion to accept, Nancy seconded it. Tom brought up that time and material ticket is not presented and needs to be signed by our employees. Motion carried.

H&G will start sometime this month.

9 manholes inspected. No jetting. One new manhole added to map.

New business going in on the old Walgreens property. Eye exam place.  
Lake samples taken.

Don had reported high water levels on Long Lake. Beavers had it dammed up again and we removed the debris. The debris has built up to a point that there was no more room. I decided to clear the area of the sewer easement through there which gives us some temporary room. I've talked with DNR and left a message with Army Corp of Engineers about installing a underwater drain. Will continue to find out more information.

Bob M. brought up a complaint from the fields employees where on weeks where there is a holiday they do not get paid overtime for working on the weekends. This should be brought to the personnel committee. Bob made a motion to table this, Nancy seconded it, Motion carried.

Fox Chase. Rolando did receive a call back stating they thought we had dropped out which he corrected and exchanged emails.

Matt's maintenance report

2 bacterial samples passed. Cleaned the wet wells. 4 meter change outs, 24 delinquent turn ons and 38 locates. Several days were spent removing the extra dirt from the water main project.

Nancy brought up a request from Tim Rue about hauling soil and stone to the Blackhawk Beach area to shore up the stairs where there was excessive wash out. The Board agreed to help with this. *Soil was dropped off. We will contact the compost site if concrete chunks are available.*

Committee meetings

Insurance

Christian and Bob M. met with Jim and Julie from Anton. They had 4 quotes. The least expensive was from Downy Insurance at \$24,500. He has two more quotes coming in and he made motion for the Board to give him the latitude to pick the best deal and go with it. This will be done by Sept. 24<sup>th</sup>. Don added that he would like to have the Worker's compensation portion be paid by the water/sewer funds. 50/50. Rolando seconded it. Motion carried.

Accounts Receivable

No report

Dave's Report

Need to conduct a public hearing tonight on the 2014 Conservancy Budget.

Dave passed out copies showing 2013 vs 2014 budgets. 2.5% growth.

Received a non-binding recommendation from the County Council.

Bob opened the public hearing.

Tom Banaszak commented on lack of public input on other issues.

Tom went through item by item verbally and questioned why there is no funds for gravel for the roads. Bob explained 4 times "We don't do roads Tom."

There being no other comments Bob closed the meeting. Dave asked that there be a quorum present at the next meeting for signing the budget.

The HR audit will be starting up soon.

Concerning the sidewalk out front. Dave reported that there is no additional money for this work per Stu Summers. The 80% federal funding and 20% city funding will now have VLACD paying the 20%. Dave had approached Family Express about helping with the cost and received a favorable reply.

Rolando approached the County Council about sidewalks and had not received an answer yet.

Dave brought up a legal issue with a ruling by a southern District Court Indiana judge concerning rights customers have in a service shut off situation and will work with the staff to come up with policy reflecting this ruling.

Dave mentioned the MS4 meeting concerning the next level of compliance.

Bob Garmon closed the meeting at 7:56 pm.

Attest:

Bob Minarich

General Manager

Valparaiso Lakes Area Conservancy District

