

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: September 28, 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, John Smith

Meeting was called to order by Chairman Dick Brychell at 6:05 pm. A public hearing procedure for the 2012 Budget was explained by Dave. The income growth factor for Porter County was 5.3%. The budget is to be adopted at the Oct. 19th's meeting. Dick opened the public hearing. Tom Banaszak had a few inquiries on the line items. After 12 minutes and no other comments Dick closed the public hearing.

There were some corrections to dates in last month's minutes by Dick. In the yellow minutes sheet 1st paragraph the word Monday should have been Wednesday. The second sentence has Megan approving the minutes of June 15th and should be July 20th and page three of the minutes listed a public hearing for Sept. 24th and should be the 28th. Tom moved to approve the minutes of August 24, 2011 with changes listed by chairman Brychell. Seconded by Don. Motion carried.

Review of Conservancy District Budget

Don brought up the appropriation for the monies for Valpo-American. The wrong date was listed and a new appropriation will be drawn up for the Oct. 19th meeting. The money will be taken out of the general fund and not the CCIF fund.

Review of the Water Utility

Water was up \$2000 for the month and down \$11,000 for the year.

Review of Sewer Utility

Sewer was down over \$1900 for the month but is \$3000 to the positive for the year.

General Manager's Report

The Ostedt lift station pump did not fit. There are two options from Gasvoda. Rebuild the existing pump/motor for \$5900 or a more long range plan of \$46000 involving replacing the can with a top mounted pump housing. Everyone agreed the \$5900 rebuild was a better idea with the second pump/motor to be rebuilt after the first one is completed. Bob questioned the warranty. Bob M. will double check on that.

Maintenance Report

Matt gave his report with two water samples taken 16 shut offs and 12 meters changed out. Hydrant flushing will begin Oct. 7, 2011.

Claim forms were signed. Megan made a motion to approve them. Tom seconded. Motion carried.

Strategic Plan Reports

Conservancy

**Wetland Program* (Dick, Debbie and Megan) Dave has met with Rich Hudson on plotting out the lands owned by VLACD and will provide a list of properties going up on tax sale. He will be sending out an email of a meeting with Rich to discuss purchases of any tax sale properties. Megan asked to be included in this meeting.

**Annexation Policy* (Don and Dick)

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

Deb who was not present was looking into Jamaica Me Tan for a meeting room. Bob M. reported that a church is renting it now and he had talked to the owner who stated the building is not for sale.

**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 had received a notice about our line of credit becoming due. Dave had talked to Dave Rose from Horizon who stated that the Bank was willing to work with us on a new credit line. After discussion, the Board agreed to pay off about half or \$35,000 of the \$74000 left on the loan and have Dave draw up a new three year line of credit with Horizon Bank.

The new computer software was also mentioned. Dale is getting an updated quote and also the need to secure two other quotes.

Accounts Receivable Report

Laura did not attend due to an illness.

Engineer's Report

Kenn gave a set of preliminary plans to Bob M. to inspect for the Flamingo project. Kenn also reported on options for the manhole at Island Road and Flint Lake Gateway. It could be relined for about \$11,000 and replaced for \$15,000. After discussion it was decided to go with the relining. A motion was made by Megan and seconded by Bob. Motion carried.

Attorney's Report

Dave reported at the Aug. 29th Circuit Court hearing our election procedure change was approved. Bob brought up the Cender report and what needs to be done with it. Dave suggested that a finance committee meeting be held to determine the district's needs.

Misc. matters/public input

None

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

Respectfully submitted,

Bob Minarich
General Manager

