

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: October 19, 2011

BOARD MEMBERS PRESENT: Dick Brychell, Bob Garmon
John Steffen, Megan Summers, Deb Miller
Don Karieva

BOARD MEMBERS ABSENT: Tom Kruse

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

Audience: Tom Banaszak

Meeting was called to order by Chairman Dick Brychell at 5:59 pm.
Megan made a motion to approve the minutes. Seconded by Bob. Motion carried.

Dave had requested to be moved up in the agenda.

1st item. Final adoption of the 2012 Budget. Deb made a motion to approve the budget, seconded by Megan, motion carried.

2nd item. Additional appropriation of \$67,000 for the Valpo-American project. Dick opened the public hearing. Since there were no comments, the hearing was then closed. Bob made the motion to approve the additional appropriation. Jack seconded it. Motion carried.

3rd item. Upcoming directorships. Deb has expressed her desire to seek re-election. Jack will not. The nominating forms must be turned in by November 30th. This will be the first election where just the directorship area will vote for their candidate.

4th item. The Valparaiso Board of Works received funding for upgrading Burlington Beach Road which includes widen the storm water culvert for Flint lake Garden Terrace drain.

5th item. The upcoming property tax sale had our properties removed. There are 6 properties that may be considered wetlands. Don made a motion to authorize Dave to purchase a property up to \$1000. Deb seconded it. Motion carried.

6th item. Dave will upgrade the IDDE pamphlet for the MS4 program.

Review of Conservancy District Budget
No discussion.

Review of the Water Utility
Water was up \$2100 for the month.

Review of Sewer Utility
Sewer was up \$400 for the month.

General Manager's Report
There were no questions concerning the written report.

Maintenance Report

Matt gave his report with two water samples taken, 22 shut offs and 11 locates. Matt asked for approval to purchase a used skid steer if one became available at a good price. Bob made a motion to approve up to \$25,000, Don seconded it. Motion carried with Dave to be contacted for proper procedures for buying used equipment from open market.

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

Strategic Plan Reports

Conservancy

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

**Annexation Policy* (Don and Dick)

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

**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 that only one software company responded to our inquiries. Keystone will be contacted to verify the cost for all three programs.

Don moved to approve Keystone, Megan seconded it. Motion carried.

½ of the loan on Cardinal lift station was paid. \$35650. The balance will be over three years at \$1300/month versus the \$3560/month we formally paid.

Accounts Receivable Report

Laura had nothing to report.

Engineer's Report

Kenn brought Bob M. the plans for Flamingo Road water main project. Bob will then go over them and sign for the permit.

Kenn will also work with Bob M. on getting quotes for the manhole at Island Rd. and Flint Lake Gateway.

Misc. matters/public input

None

There being no further business the meeting was adjourned at 7:01 pm.

Respectfully submitted,

Bob Minarich
General Manager