

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: November 17, 2010

BOARD MEMBERS PRESENT: Tom Kruse
Dick Brychell John Steffen
Megan Summers

BOARD MEMBERS ABSENT: Bob Garmon Deb Miller Don Karieva

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich, Kenn Kraus, Stu Summers

Meeting called to order by Chairman Dick Brychell at 6 pm. This was the first meeting at the YMCA.

Dale Brewer, Tom Banizek, Bob Finley, Matt Arts and Phil Doolittle were in attendance.

A motion to approve the minutes of October 20, 2010 by made by Megan and seconded by Jack. Motion carried.

No financial or budget was available. Ellen McMeans is no longer with us and left us without a financial secretary.

Dave Hollenbeck introduced Dale Brewer from the County's clerk office. Who is willing to work for \$20/hr to help straighten out the financial mess. She is willing to work part time after hours and weekends as temporary financial secretary. Motion made by Jack seconded by Megan. Motion carried.

Bob Minarich gave a quick report on Phares Lane. The field staff is capable of the work and hopes to start in the spring. Engineering will cost in the neighborhood of \$3500 to 4000.

Kenn Kraus reported that the NOI is to be filed with the State and additional information from the City is needed. Megan asked that the homeowners be notified of the upcoming project. Tom made a motion to proceed with the project in house and Jack seconded. Motion carried.

Bob mentioned that several sewer manholes have been picked out to monitor storm flows and access to those is being completed.

Strategic plan update by Stu Summers.

A 20 page summary had been handed out to the Board, outlining a financial format of the three funds, water, sewer and conservancy.

The objectives and champions reports are as follows:

Conservancy

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

Dave and Stu had begun with a meeting with Rich Hudson. Sorting through ownerships of properties through the years necessitates Rich to analyze and inventory the properties as to what is owned or available. His cost not to exceed \$3000. A motion was made by Megan and seconded by Tom. Motion carried.

Dave intends to restructure the consent agenda to place in a more prominent position the objectives.

**Annexation Policy (Don and Dick)*

To protect the lakes by replacing septic systems with sewer systems.

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

Consider the ideal space needed. No numbers yet.

**Public and Customer Education*

To better inform our customers through possible newsletter or emails. Probably a quarterly newsletter.

**Grantor policies (Jack)*

Policy and plans for providing grants and funding. Sewer, lake enhancements and other District goals through prioritizing.

Megan brought forward that the outflow study was overlooked. It is to be added as a conservancy objective.

Water Utilities

**Meter conversion (Jack and Debbie)*

409 meters to be upgraded. 80 meters per year. A volume purchase was ruled out.

**Outsource water billing (Megan and Tom)*

It is being looked into as to if an another company or software is needed.

**Rate making control. (Dick, Dave and Jack)*

Discussions with IURC. Since November elections there are new faces willing to revisit this issue to allow LAC to opt out of IURC rate making. Legal costs to be absorbed with Dave's normal fees, unless we need to go through the current process to raise rates.

**Replacing underground pipes. (Bob M. and Don)*

Bob upgraded the costs to do the main replacements 2" mains or smaller using the field staff and a 5 year budget.

SEWER

**Sewer service extensions. (Dick and Don)*

No strategy or budget established at this time.

**Infiltration and Inflow reduction (Megan)*

To reduce and eliminate storm water entering the sanitary sewers by training, replacing and repairing manholes and mains and inspecting the lines with the use of cameras. No firm numbers yet.

**Sewer rates (Jack)*

To study expenses by the City and our own utility to establish fair and equitable and non-discriminatory.

**Work with the city towards mutual best interests*

Outfall study to be included in this objective.

Miscellaneous reports.

Tom Kruse made a motion to change the election process through the Circuit Court so that only freeholders from the ward being contested vote for that directorship. Seconded by Jack. Motion carried.

Dave reported on a hearing for Joe Mitol's unemployment. Every effort to sign in for the hearing was made. Also, the 2011 budget was filed with the County Auditor. A hearing at the county Administration building on November 30 at 11 a.m. has been scheduled. Finally, legal services exceeded the budgeted amount by \$10,000 and monies will need to be transferred within the budget. Dave, Dick and Bob will look into the necessary transfer or an additional appropriation.

To date only one nominating petition has been received. That being Tom Kruse's.

An invoice for engineering was presented by Kenn in the amount of \$8400.

Audience

Phil Doolittle had earlier presented to the Board a letter with several questions. One being who paid the taxes on some of the District's properties? Dave paid the taxes in the last second due to avoid problems later on. Second question was the process of public participation in board meetings. The policy has not been formalized yet.

Tom Banizek questioned the ability of the public's input in such matters as the wetlands study cost passed earlier in the meeting.

Matt Arts report. Transducer cable snapped. Need a case of water meters.

Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Bob Minarich
General Manager