

VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING: December 18, 2013

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

BOARD MEMBERS ABSENT: none

CONSULTANT PRESENT: Dave Hollenbeck, Bob Minarich

Audience: Tom Banaszak, Bob Finley

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

Christian made a motion to approve the minutes, seconded by Rolando. Motion carried. Bob gave the floor to Dave due to an early school board meeting. The Cender report on the rate studies were handed out. These were based on the 2012 actual figures and not the projected 2013 budget.

Water 20.69% pass thru 28.69% w/ improvements

Sewer 20.56% pass thru 26.98% w/improvements

Dave will contact Karl to see if he could attend a finance committee meeting.

Dale had not received the tax draw as of this meeting.

On elections, Bob was unopposed and will be sworn in at the annual meeting in February.

At the personnel committee meeting, ODS was approved and at the last board meeting they were approved by the Board to do the audit. There was some discussion on seeking other quotes. Rolando moved to defer the approval of the ODS contract. Mickey seconded it. Some discussion ensued. 6 to one. Motion carried to defer.

Dave will work with Bob M. in getting additional quotes for HR.

Dave brought up the County drainage boards efforts for taxing the county on drainage. Additionally, Don moved that we appropriate \$70000 out of CCIF for improvements to Ostedt lift station.

Financial Report

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

Don made a motion to approve the claim reports, seconded by Mickey. Motion carried.

Don then moved to authorize Dave to publish January's meeting on the rate increase.

Mickey seconded. Don moved to allow Dale to transfer monies as needed to balance the budget. Rolando seconded it. Motion carried.

Bob brought up the Ostedt lift station. The bypass system has been installed by our field crew. Quotes were received from Gasvoda, Underground Pipe and valve and Flo-Technics was disqualified due to not being able to do the installation. Of the three

Underground's bid was the lowest at \$52,200.36 with \$2800 for bypass pumping during the installation.

Bob made a motion to accept Underground quote and was seconded by Rolando. Don made the motion to appropriate \$70,000 out of CCIF for the purchase. An independent contractor will be hired to run the electricity to the new pumps and LAC will run the new piping over to the force main. Motion carried.

General Manager's report.

Short and Long range meetings and prioritize the projects. Haas and associates have been updated on the water main projects and working on the plans. The fire chief has been contacted for placement of hydrants.

An additional 5 beavers have been caught. There was discussion on how to keep an accurate count on trapped beavers and trusting Greg Dobbins on his count. Until a better method of keeping track is brought up it was decided to limit the count to 35 beavers.

Christian will look into finding other contacts,

We are down to just the last 13 large meters to purchase. I got a quote of \$3870 to acquire them. Mickey made a motion to purchase these. Tom seconded it. Motion carried.

Sump pump letter has been created and awaiting Dave's opinion on it.

Talked with Eric at Horizon Bank about a card swiper at the front desk. A convenience fee can be charged or a flat rate to offset the cost of the company fees. I will bring this up to the finance committee to establish any fee.

Bob brought up the visit to Standard Equipment for a vector truck. There was one in the shop that would meet our needs for \$108000. New paint, lettered and new tubes. A discussion on whether it would fit in the pole barn and best information is the door would need to be altered. Bob moved to purchase the vector at \$108,000. Tom seconded it. Motion carried 6 to 1.

Matt's field report

Bypass system install. Replacement grinder installed on McCann. One service line repaired on 600 N. to be replaced in the spring.

2 samples, 34 shut offs, 2 meter replacements and 21 locates 2 seasonal shutoffs.

Accounts Receivable

Laura had three requests. 2101 Woodmere had a leak that did not enter the sewers. \$89.58 credit. Mickey moved to approve. Christian seconded. Motion carried.

Second request was on a leaky toilet. The water entered the sewers \$83.70. This was denied. Bob made the motion, Rolando seconded it. Motion carried.

Third request. Ice maker line broke under the house. \$219.59 credit. This was over three months. Board agreed to split the cost. Tom moved that we split the cost. Nancy seconded it. Motion carried. 6 to 1.

Laura requested to attend some classes for accounting. \$2328.20

Bob made the motion to pay this expense as long as she passes the classes with a "C" grade. Rolando seconded. Motion carried for fall 2014 classes. 6 to 1.

Rolando requested that the planning committee line up additional training for employees.

Committees

Engineering Committee – get together on a safety program.

Insurance Committee will have a meeting shortly in January.

Soil Erosion – no report

Trees Nancy has been looking into the types of trees to purchase.

Bob closed the meeting at 8:01 pm.

Attest:

Bob Minarich

General Manager

Valparaiso Lakes Area Conservancy District