

## VALPARAISO LAKES AREA CONSERVANCY DISTRICT

MINUTES OF MEETING May 11, 2016

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

BOARD MEMBERS ABSENT: Rolando Chilian, Don Kareiva

CONSULTANT PRESENT: Dave Hollenbeck, Dale Brewer, Bob Minarich,  
Audience: Jean Maczak, Franklin Martin, James Holland, Deb Devries.

Meeting was called to order by Chairman Bob Garmon at 6:00 pm

Mickey moved to approve the minutes. Tom seconded it. Motion carried. 5-0.

The Financial Committee's report.

Mickey moved to approve the claims and accept the financial statements. Seconded by Bob. Motion carried 5-0.

Nancy suggested it should be put back the way it was. Bob brought up that it was full of potholes and the grade is wrong. Nancy suggested that the ditch on Evelyn Duncan's property be put back in. James Holland just wants the road lowered back to the way he believes it was. Bob asked if anyone knows who has a grader. Only the County has a belly pan style one. Mickey asked what this might cost to install storm drains. Bob M. remembers it at \$2400 to \$2700. Mickey feels that storm water is our charter but not the road work. Bob asked are we looking at roads or drainage. Mr. Holland wants the road graded out, not so much the drainage, and put Duncan's ditch back in. There were more discussions about different aspects. Tom mentioned that taking the stone out will that cause other problems?

Nancy motioned to install the drainage not to exceed \$3000. Mickey seconded. Bob M. asked if there was a problem if he called the County to grade the road. Motion carried 5-0.

Bob decided to go ahead and award the bid for the office.

Dave started the bid award process. Both Dave and Brent Wagner have studied the bid and found Total Development Construction Inc. to be the lowest and most responsive bidder and suggest the Board award the office remodel contract at \$256,850 for the base amount and \$7500 for the new windows. Mickey so moved for both the base bid and alternate 1 at a cost of \$264,350.00. Nancy seconded it. Motion carried. 5-0. Dave stated that Tim wanted to start on the 15<sup>th</sup> of May. The inspection process was part of the original Wagner contract along with pay request forms.

General Manager's report.

Dish no change.

Groceland no change.

No new homes. A house scheduled on Sumac does have a storm water problem.

LARE contracts are difficult to find. Dave believes the successful bidder issued the contracts. Bob M. does not remember any coming across his desk but Dave believes otherwise. Dave will look for one. Bob M. reminded everyone there are two successful bidders Lake and Pond Biologists for Flint Lake and the AVMP and Clarke Aquatics for Long Lake.

Pole barn perimeter work not done but with them here for the office remodel it will probably be done then.

MDI on hold.

ORCA on hold.

13 packets sent out to W. Long Lake residents. One returned with check. Eckstrom.

Working on the looping project.

Island Road lift is installed and functioning. A small bit of fencing to do yet.

Temporary office documents are signed. Moving ready to go. Utilities lined up.

CCR's are due July 1.

MS4 annual meeting on May 16<sup>th</sup>. Will try to make it.

Matt's field report.

No report

Accounts Receivable

Nothing

Personnel Committee Nancy Satterlee

Need to look for a temp. for Laura. 28 hrs, \$11.00 to 12.00 per hour. Dale knows someone. Bob moved to allow personal committee to review candidates. Seconded by Christian. Dale should be involved in the interviews. Motion carried. 7-0. Going to post with WorkOne. *Sharon Williams was recommended at 28 hours a week. \$12.00 per hour with \$0.50 per month raise up to \$14.00.*

*Dave will do the background report.*

Insurance Committee Rolando.

Bob M. report for Rolando who contacted Anton about covering the new pole barn and work at the old office.

Environmental Christian Anderson

There is a conference on surface water. May 26<sup>th</sup> computer course on water quality specifications.

Public Relations Don Kareiva

No report.

Engineering Committee Bob Garmon

No report. It was brought up about starting the meetings at 5pm. **It was agreed to start future meetings at 5 pm.**

Aryl Aldred wants to develop a parcel of land outside the District. 11 acres into 22 homes. This is just north of 600N. on Calumet. Next to Lakewood Terrace Subdivision. Dave suggested Aldred call him.

Short and long term planning Committee. Thomas Kruse

Request from the City's utility agreement was reviewed. Tom will run point with Mr. Poulos. *Mr. Poulos still has not called.*

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Finance Committee Mickey

Nothing else.

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Attorney's report Dave

Dave will work with Dale concerning internal control plan by June 30<sup>th</sup>.

Received the preliminary conservation easement from DNR on the Cook's property.

Called on the other 4 lots near there and owner not interested in selling.

Additions to new office.

Bob talked about going for the \$350,000 to cover any extras but we do not have to use it all. Tom suggested we take out \$300,000 to cover most of it. Bob moved to authorize Dave to get the loan for \$300,000 out of the \$350,000. Seconded by Mickey. Motion carried 5-0. Bills are to be received at least one week before the Board meeting.

Bob wants to build his conference desk.

Naturepoolza is on June 25<sup>th</sup>.

Bob adjourned the meeting at 5:40 pm.

Attest:

Bob Minarich

General Manager

Valparaiso Lakes Area Conservancy District