



Bass Lake Conservancy District Meeting

April 16, 2018

PRESENT: Chairman Gene Novello
Vice Chairman Larry Collura
Director Jerry Broadstreet
Plant Manager Tom Jordan

Attorney Ethan Lowe
Office Assistant Mariann Gappa
Office Assistant Tabitha Dillner

ABSENT: Engineer Lee Nagai

Director Russ Blais

Chairman Gene Novello called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

Minutes – The reading of the minutes from the meeting was waived and Vice Chairman Collura made a motion to approve the minutes from the March 19, 2018 meeting, Director Broadstreet seconded. Motion carried.

Financials – Chairman Novello presented the financial report. The fund balances exceed the minimum reserve requirements by \$1,696,487 and the total receipts have exceeded the total expenditures to date by \$87,317. Vice Chairman Collura made a motion to approve the financial report from March 2018, Director Broadstreet seconded. Motion carried.

Bills to be paid:

NIPSCO	\$332.00 (Plant)
NIPSCO	\$505.26 (Lift Stations)
NIPSCO	\$76.11 (Lake Pump)
Century Link	\$293.93 (Phone Service)
Prime Pay	\$4,400.50 (3/25/2018)
Prime Pay	\$3,682.53 (4/8/2018)
Prime Pay	\$192.26 (March Charge)
TCU	\$ 64.40 (March Charge)
TCU	\$702.29 (T's Credit Card)
TCU	\$588.45 (M's Credit Card)
Apheus	\$12.95 (Computer)
Apheus	\$135.00 (Printer)
Quill	\$306.69 (Printer)
Flow-Technics	\$420.00 (Station G Cleaned)
Flow-Technics	\$2,000.00 (Balance of C Lift Station Repair)
Milestone Fence LLC	\$1,204.71 (C Lift Station)
D.S.&S.	\$450.00 (F Lift Station)
Umbaugh	\$1,735.00 (March Charge)
R C Tree & Stump Removal	\$2,560.00 (Cleaned Dam)

R & R Visual, Inc.	\$8,441.10 (Video Inspection)
SENSAPHONE	\$4,790.40 (Alarms for Lift Stations)
Mark Milo Enterprise, Inc.	\$3,400.00 (Lagoon Bank Repair)
D.S.&S.	\$600.00 (Flushed Manholes)

Vice Chairman Collura made a motion to approve the bills as presented and read into the April 16, 2018 minutes, Director Broadstreet seconded. Motion carried.

LARE – Director Broadstreet stated that BLCD received the LARE grant this year. He mentioned that two weeks ago six bid letters went out. They were allowed a week to respond with a bid. Four bids were returned, and it was decided to go with Aquatic Control. When Aquatic Control starts spraying for weeds they will give notice to BLCD and put signs out for the public. They will be spraying for milfoil, phragmite and purple loosestrife. Director Broadstreet also mentioned that the dam at the public launch was cleared out last month. DNR will be sending state approved wild flowers and grass to be planted to prevent erosion. This will cost \$640 and will be covered by the LARE grant. Plant Manger Jordan and Director Broadstreet will plant the seed when it comes in.

Insurance for 2018 – Vice Chairman Collura presented the information about the insurance companies. Teachers Credit Union didn't respond, and Anderson's from Valparaiso declined. Holland from South Bend and Morrow from Plymouth responded with quotes. Holland's was cheaper, but Morrow's coverage is broader than Hollands. Director Broadstreet wanted the change coverage on the pivot from \$75,000 to \$100,000. After research and discussion Vice Chairman Collura made a motion to approve the Morrow Insurance to cover the insurance from May 15, 2018 to May 15, 2019 with the change in coverage for the pivot, Director Broadstreet seconded. Motion carried.

Farmland Lease – Director Broadstreet mentioned this is the last year for the lease with Wappel on the farmland. Director Broadstreet did go over the soil reports with Wappel and will have a meeting with him in June to discuss the lease and pricing.

Policies Prohibiting Harassment – Chairman Novello stated that the insurance company needs a copy of the harassment policies and procedures BLCD has in place for the board and employees. Attorney Lowe put together a draft employment policy, which applies to the BLCD board members and employees prohibiting anyone engaging in harassment. Chairman Novello stated there will also be a training session including the BLCD board and employees to go over this information. Chairman Novello made a motion to approve this policy, Director Broadstreet seconded. Motion carried.

Jordan's Report – Plant Manager Jordan reported that SENSAPHONE is the bill for the alarms on the lift stations. This does not include the one on the water pump. A bill for that will come in the summer for that. The Mark Milo bill was to repair a sink hole by the lagoon. The R & R Visual, Inc bill was to look at the lines and they are in great shape but still reviewing the video and does see that a few sub-pumps are going but still figuring out where they are coming from. Plant Manager Jordan also stated that two lift stations were finished out of the 16 lift stations. He would like four done per year, two in spring and two in the fall. The board agreed on this. Plant Manager Jordan mentioned that 5840 S 600 E property came up. The owner has been paying for three properties but not for the business. The owner was invited to come to the next meeting to discuss it with the board. Plant Manager Jordan mentioned that all the generators are fine except for J. It needs a new heater. This is coming next month. Plant Manager Jordan also quoted

between \$600-800 to put posts around C lift station. He mentioned that he'd like to look at all the lift stations and adding posts for protection. Plant Manager Jordan then wanted to board's approval for summer help as has been done in the past. Board agreed.

Attorney's Comments – Attorney Lowe stated he is still working on the easement issue for the request to put the gate over the BLCD sewer line. Attorney Lowe is reviewing old records and will draw up a report on what he finds at the next meeting. Attorney Lowe also mentioned the annual election for District One and the At Large BLCD board positions. District One position is a one-year term and the At Large position is a full four-year term. A legal notice has been sent to the newspaper.

Office Assistant's Comments – Office Assistant Gappa stated there were three new accounts since the last meeting and one new tap on since the last fall. Also, the LARE \$4,000 grant money came in.

Comments from the Board – Vice Chairman Collura mentioned that the insurance company has requested loss runs from 2013 to current in hard copy. Office Assistant's Gappa and Dillner will collect this. Also, Vice Chairman Collura is turning over some of the website responsibilities to Office Assistant Dillner.

Comments from the Audience – Nothing was added.

Vice Chairman Collura made a motion to adjourn the meeting at 6:40 p.m., Director Broadstreet seconded. Motion carried. The next meeting will be May 21, 2018 at 6:00 p.m. at the BLPOA Building.