



Bass Lake Conservancy District Meeting March 14, 2022

AGENDA:

- Pledge of Allegiance
- Roll Call
- Minutes
- Financial Report
- Five-Year Budget
- Asset Management Study
- New System Backup Requirement for Government Accounts
- Bills
- Plant Manager's Report
- Comments from Attorney
- Comments from Office Coordinator
- Comments from the Board
- Questions or Comments from the Audience

Chairman Gene Novello called the meeting to order at 6:00 p.m.

PRESENT: Chairman Gene Novello
Vice Chairman Larry Collura
Director Jerry Broadstreet
Director Russ Blais
Director Melissa Long
Plant Manager Tom Jordan
Attorney Christian Bartholomew
Territorial Engineer, Dan Sellers

ABSENT: District Office Coordinator Tabitha Dillner

Minutes – The reading of the minutes from the meeting was waived and Vice Chairman Collura made a motion to approve the minutes from the February 14, 2022 meeting, Director Broadstreet seconded. Motion carried.

Financials – Chairman Gene Novello presented the February financial report. The fund balances exceed the minimum reserve requirements by \$2,456,594 and the total receipts have exceeded the total expenditures to date by \$53,610. Unmetered collections are over budget by \$14,181. Total operating expenditures are under budget by \$35,666. Vice Chairman Collura made a motion to approve the financial report from February 2022, Director Broadstreet seconded. Motion carried.

Asset Management Rate Study—The district will have inventory of assets for 5-10-20 year study of the 24-year-old sewer system. This will look at what the engineering and mechanical expenses so it can be budgeted for agility and for future rate studies. Territorial Engineer, Dan Sellers, stated that they will perform this task and will take 24-36 weeks to complete for \$25,000. Vice Chairman Collura made a motion to approve the Asset Management Rate study of BLCD assets by Territorial Engineer, Director Blais seconded. Motion carried. Vice Chairman Collura made a motion to approve accounting firm, Baker Tilly, to do an Account Asset Management study that parallels the study done by Territorial Engineer, Director Blais seconded. Motion carried.

Five-Year Budget Plan—Chairman Novello presented the updated five-year plan for BLCD, Vice Chairman Collura made a motion to approve the revised 2022 budget which includes the five-year plan, Director Broadstreet seconded. Motion carried.

New System Backup Requirement for Government Accounts—Vice Chairman Collura stated to the board that to meet the requirements from our insurance company we needed to upgrade our data backup system. This came after an extensive study from our insurance company. Vice Chairman Collura made a motion to approve Hyperwave Computer Consulting to upgrade the data backup system that meets the requirements of both our insurance company and the state of Indiana with the monthly fee of \$129 and a one-time installation fee of \$199, Director Long seconded. Motion carried.

Bills to be paid:

| | | |
|----------------------|--------------|--|
| NIPSCO | \$ 301.12 | Monthly plant |
| NIPSCO | \$ 768.23 | Monthly lift stations |
| NIPSCO | \$ 82.46 | Monthly lake pump |
| CenturyLink | \$ 211.91 | Monthly phone |
| TCU Credit Card | \$ 1,314.72 | Monthly credit card |
| TCU Invoice | \$ 118.75 | Monthly bank fees |
| PrimePay-Payroll | \$ 5,574.64 | Bi-weekly payroll – 1/22/2022 – 2/4/2022 |
| PrimePay-Payroll | \$ 5,356.64 | Bi-weekly payroll – 2/7/2022 – 2/20/2022 |
| PrimePay-Payroll | \$ 5,376.84 | Bi-weekly payroll – 2/21/2022 – 3/6/2022 |
| PrimePay-Invoice | \$ 169.17 | Monthly service charges |
| HWC | \$ 137.00 | Monthly computer fee |
| HWC | \$ 1,086.44 | One-time fee install security camera monitor |
| Baker Tilly | \$ 1,972.95 | Monthly accounting fee |
| Wildman | \$ 58.24 | Monthly office supplies/services |
| Northern IN Wildlife | \$ 375.00 | Monthly trapper fee |
| ADT | \$ 66.28 | Semi-annual alarm free-had credit of \$493 |
| Flow-Tech | \$ 1,617.00 | Liftstation C, Pump 2 repair |
| Flow-Tech | \$ 16,259.95 | Liftstation F Accident |
| Phil Johanan | \$ 350.00 | Fiftstation F Accident |
| WTH | \$ 475.00 | Annual GIS map fee |
| Aquatic Control | \$ 5,400.00 | 2021 sampling & AVMP |

Vice Chairman Collura made a motion to approve the bills as presented noting each payee, the dollar amounts, and purpose were read into the March 14, 2022 minutes, Director Blais seconded. Motion carried.

Plant Manager’s Report—Plant Manager Jordan reported that there was 2.89 inches of precipitation for February. Plant Manager Jordan reported that the three generators for liftstations have a shipping window between April 15-21, 2022. Plant Manager Jordan stated that all the bills have been turned in to the insurance company for F liftstation and the two checks have been issued, which one of them we have received. The total damage for F liftstation was \$30,000. Plant Manager Jordan reported that the fences at liftstations F, G, and O have been installed. Plant Manager Jordan said he will have a quote next week for adding additional posts around the other liftstations for better protection. Plant Manager Jordan stated that the lake pump was turned on March 7 and the final lake pump report was sent to the state. There was 356 million gallons pumped last year with 302 days of pumping.

District Office Coordinator’s Comments—Office Coordinator Dillner was absent.

Attorney’s Comments—Attorney Bartholomew stated that they will follow up after hearing from Baker Tilly of any funding issues after the Account Asset Study. Attorney Bartholomew let the board know that it would not be cost effective to try and recover the fees involved in the accident with F liftstation.

Director Blais made a motion to not pursue to collect for the damages at F liftstation, Director Long seconded. Motion carried.

Comments from the Board—Director Long requested that port a potty permit be added to April’s agenda to further discuss ordinance regarding the port a potties and the proper distance they need to be from the lake. Attorney Bartholomew will do research in the best approach to this.

Comments from the Audience—Homeowner Rich Linkus wondered if BLCD had heard from DNR how many acres of invasive vegetation they would allow to be sprayed yet. Director Broadstreet stated that last fall we would like to treat 600 acres but DNR said possible 140 acres but that it would be better determined during the spring survey.

Vice Chairman Larry Collura made a motion to adjourn the meeting, Director Broadstreet seconded. Motion carried. The next meeting will be April 11, 2022 at 6:00 p.m. at the BLPOA building for regularly scheduled meeting.