

Minutes
BLCD
November 4, 2019

The November 4, 2019 board meeting of the Blue Lake Conservancy District was called to order at 7:04 pm by Treasurer Darlene Ramus, in the absence of Chairman Lisa Waterman. Other board members present were Don Greve and Vince Simmers. Jim Davis was absent. Additional attendees included Finance Clerk (FC) Sue Hamilton; Maintenance Supervisor (MS) Rick Hamilton; Legal Counsel Andrew Grossnickle of Beers, Mallers, Backs, & Salin; and Freeholders Chris and Ashley Macy.

The meeting was called to order at 7:04 pm. While Ramus called for a review of the minutes, Greve suggested allowing guest Freeholders to present their business first. The Macy's were there to discuss a property they had purchased at Tax Sale to see if they could shut off the line in order to save the \$45.52 monthly charge. Simmers explained that the Conservancy District laid infrastructure in order to have an operating system and we had to borrow the funds to pay for it. The monthly amount is to cover that portion of the bond payments. Macy asked if there was anything they could do to reduce the payment and various board members said no. Simmers went on to relay that there are approximately 25 lots around the lake in a similar circumstance. That is, they are billed for the portion of a normal bill that supports the debt service for the creation of the original sewage system although there is no actual sewage being processed for the lot.

The Macy's asked about how the debt associated with the lot they purchased at Tax Sale would be handled. Much conversation ensued with all members of the board and the Finance Clerk weighing in, ultimately the suggestion was made by Simmers that Macy's should pursue their answers through the Whitley County Treasurer. FC Hamilton relayed that sewage debt creates a lien on the property and will need to be paid, including late fees.

Ramus again asked for **Approval of the Minutes** for the October 7th meeting. Corrections and inputs were made as follows: Accounts Payable \$48,044.41; Balance Sheet was \$232,750.03; Account Balance \$132,002.83; Certificates of Deposit \$100,747.20 and banking was done at Farmers & Merchants Bank in Churubusco – not Star Financial. Motion by Simmers, seconded by Greve with corrections as noted.

Treasurers Report -- The individual items on the check register from 10/1 – 10/31 were individually read and submitted. The Total on the docket was \$18,276.75 noting additional moving costs included the new desk for \$523.70 and \$200 to Dwight Johnson who moved and set up the computers. Simmers made a motion to accept the Accounts Payable Register, seconded by Greve. Motion passed.

The monthly recap of financial condition was also presented. Checking account opening balance was \$133,688.83, incoming receipts from Freeholders \$29,448.31, and the outgoing payments totaled \$18,276.75, leaving an ending balance in the checking account at \$144,860.39 The Certificates of Deposit total \$100,747.20 giving the BLCD current assets of \$245,607.59 Motion made by Simmers to accept the Monthly recap/Treasurers Report, seconded by Greve, motion carried.

Maintenance Report - MS Rick Hamilton for his monthly report noted two issues. The first issue was with a pressure main on Cary Zeigler's property. The main was fixed, but Hamilton noted that Cary was not very friendly throughout the process. He also noted that the Listenberger property has an electrical issue as they have gone through 2 pumps in two years. He has tested various components and feels the issue is from their electrical panel to the basin. Hamilton is calling LA Electric or Hamrock Electric out to assist and test the electrical lines to resolve the issue.

Regarding I & I, previously Simmers offered up a potential solution for some of the I & I issue involving a coupler that could be added to each sewer pit area. Hamilton, in following up, has a proposal from Mike Geiger, of IronClad, for assistance with the matter. Hamilton suggested ordering parts for 10 couplers based on the suggestion of Simmers.

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Geiger believes he can put in 8 – 10 couplers/day using the jet vac and 4 – 5 couplers/day using the mini excavator. Geiger believes the couplers could really make a difference. In discussions Hamilton has had with various vendors, all say that anything that will form a barrier between the gravity trench and the stone will assist the infiltration. Geiger will charge \$3100/day.

Based on the creation of the coupler, Simmers estimates the cost of each coupler to be about \$500 per item. Maintenance Supervisor Hamilton suggested ordering no more than 10 couplers for the initial stage of the project which he believe should be Harrold Place. Simmers presented paperwork from the company supplying the couplers and *Sue Hamilton, Finance Clerk, suggested setting up an account with them, and will pursue doing so.*

Other bids included a company that would do 10 for \$10,000 and involved injecting something into the gasket to form the seal. All agreed that this was too hefty a price to pursue.

Other matters included a power outage on October 27th. One of the basins was filling quite quickly so Hamilton phoned Bob Gray from the Churubusco Sewage Treatment plant who came out and removed about 9500 gallons of waste. He is unclear whether there will be additional charges, but Gray charged some \$700 for his emergency service.

Although there was considerable rain over the period, but in actuality it occurred over several days so there were some minimal issues on 500 and with the Shoda property, but all in all, there was little issue with the substantial rain.

On October 21st, there was an issue with the Ziegler property noted on Hamilton's monthly report. He relayed that Lisa, the property manager phoned him with a "lock" but when he arrived there were a significant number of syringes floating in the basin. Hamilton relayed that the property manager wrote to the residents of the trailer park advising them of unacceptable waste and requesting cooperation. Hamilton relayed that when she does this, infractions fall for some 6 – 12 months following so he is hopeful there will be no further issues reported.

Motion made by Simmers, seconded by Greve to accept the Maintenance Report. Motion passed.

Hamilton then requested authorization/confirmation of approval to work with Mike Geiger of IronClad. We must supply a few small material items. Board relayed they had already approved but just needed to confirm where the work would be performed. MS Hamilton relayed work to fix I&I with the couplers would be on Harrold Place starting with the log cabin and ending at the Bianski property.

New Office Space -- Greve mentioned that signage for the office had been installed but there was an additional sign being completed that would be affixed to the building. He also relayed that security lighting had been installed, and security cameras would also be installed with the Finance Clerk having a split screen to be able to see different areas of the building.

Unfinished business – Disconnect Notice – Tabled due to a lack of response from directors (as reported by Grossnickle).

Smoke Testing - President Waterman asked Finance Clerk Hamilton to connect with Henschen of Jones PetireRafinski Engineering as Cary Zeigler had reached out regarding resolution of the previous smoke testing done on the property.

District Boundaries – Simmers reported that he thought he was done and Ramus replied it needed to be completed in order to have the upcoming elections to be held in February. Clerk Hamilton reported that notices had been published and that the election would be for the representative for Area 5. Grossnickle will be reviewing statutes to determine if redefining the boundaries of the 5 "Areas" of the Conservancy is allowable. For the upcoming election, with Area 5 being

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the only one seeking representation, the properties involved is minimal, but for future elections involving the other four “areas”, we must be definitive as to whether we can change the boundaries. The public notices ran in both the Churubusco News and the Columbia City Post N Mail from 10/24 – 11/1/19, and Intent to run for election nominations have to be submitted to the BLCD office by December 1st.

Interlocal Agreement – Hamilton mentioned that the Town of Churubusco would formalize their rates at their meeting this week on November 6th and someone should represent us. Grossnickle said everything was actually completed and that unless Waterman was able to get Pepple to agree to any reduction, we had previously agreed upon the rate and that this meeting would be to establish the implementation rates over the 3 year period.

Clerk Hamilton then asked about the Shrapers who are billed a metered rate as they are the only ones on the lake who are metered. Grossnickle relayed that their rates should not change as the BLCD rates had not changed. If Shraper is billed by the Town, that would be different, but the BLCD could only bill what was dictated by our own rate ordinance. Directors then briefly discussed the rate study that is being done by Jeff Rowe of Baker Tilly to determine the impact the rate increase will need to have on the BLCD rates.

Office Move – Now complete, but one outstanding item is the need to finalize the lease for pump storage at MS Hamilton’s property for \$100/month. Hamilton was queried about his liability limits on his insurance policy by Grossnickle with certain amounts would need to be maintained and that the BLCD would need to be shown as an additional payor for insurance claims. Further, a Conflict of Interest statement would be needed to be presented to the Board of Directors by Hamilton. As Grossnickle relayed, such a statement is required by statute as Hamilton is benefitting from the additional monthly payment outside the bounds of his contractual arrangement as the Maintenance Supervisor. The process will be to finalize and sign the lease and submit it to the State Board of Accounts for review.

Hamilton relayed that any future correspondence/legal matters should be sent to him directly and he will pursue legal review.

NEW BUSINESS – Greve suggested that Clerk Hamilton be allowed to purchase a space heater for her office space and a vacuum sweeper for the office. Motion made by Greve, seconded by Simmers. Motion passed.

There being no further business, Secretary Ramus asked for motion to adjourn. Motion made by Greve, seconded by Ramus, motion passed and the meeting adjourned at 8:15 pm.

Respectfully submitted by Lisa Waterman, via recorder.

Approved this 2nd day of December, 2019 by:

Darlene Ramus

Donald Greve

Vince Simmers