

BLCD
December 2, 2019
Minutes

The December 2, 2019, board meeting of the Blue Lake Conservancy District (BLCD) was called to order by President Lisa Waterman at 7:02 pm. Present were board members Don Greve, Jim Davis and Secretary, Darlene Ramus. Board Member Vince Simmers was absent. Also present at the meeting included finance clerk (FC) Sue Hamilton, Maintenance Supervisor (MS) Richard Hamilton Jr, (Rick), and Counsel Andrew Grossnickle. Freeholders Ira Listenberger and David Waterman (President of the Blue Lake Association) were also present.

Waterman noted the November minutes presented at the meeting did not represent an accurate assessment of the activity and apologized. Unfortunately, most of the content was missing on the printed document. The minutes will be re-sent to the Board and presented for approval at the January meeting.

David Waterman, representing the Blue Lake Association, as the landlord of the facilities rented by BLCD, came to the meeting to express concerns. He noted that FC Hamilton has been provided with a separate heating unit in her office, along with a space heater. Unfortunately, he reported the Association electricity bill has sky rocketed Year over Year (YOY) October 18/October 19 = \$81 to \$131; YOY November 18/November 19 = \$84 to \$205, particularly with no real cold weather yet reported. He requested that something had to be done as they couldn't afford to pay these rates.

Several remedies were noted including moving the heating unit to the wall facing the FC, instead of the far wall. Also it was requested that a small wall be built to shelter the wind from entering the office when the door is opened. Further, it was suggested the heating unit be put through the wall versus the window. Blue Lake Association President Waterman also relayed that FC Hamilton was not cleaning the bathroom prior to leaving for the weekend, and Board member Greve relayed he had to clean it several times in order to have it ready for tenants. FC Hamilton relayed she would remedy the problem by cleaning the bathroom each weekend prior to leaving.

The Board thanked Association President Waterman for attending to relay their concerns along with specifically thanking David along with Don Greve for the considerable work they have done to prepare the building for the BLCD tenancy.

Darlene Ramus, Treasurer, presented the Treasurer's report: \$23,466.95 was presented in the Accounts Payable Register. The monthly recap showed \$144,860.39 in cash balances, \$28,096.35 incoming receipts, \$6,550 payment from Don Shearer for the Feasibility Study, giving \$180,106.74 to pay the \$23,466.95 docket. \$156,639.79 is the cash balance in the checking account as of December 1, 2019, along with \$101,747.20 in a certificate of deposit, which has since received \$886.61 in interest, for a total of \$101,633.81. Further, all cash funds equal \$258,273.60.

Special notation was made about the electrical problem that occurred on the east end resulting in Stockert being called to haul waste for a cost of \$1200. Motion by Greve, seconded by Davis to accept the Treasurer's report. Motion passed.

Maintenance Superintendent Rick Hamilton provided his report. No notable issues going on except that previously noted on the Listenberger property. Freeholder Ira Listenberger was present to detail he didn't agree with Hamilton's assessment about the amp reading. Hamilton relayed it didn't make sense and that he had called an electrician in to resolve the issue once and for all. Issue is thought to be resolved after work by Tim Hambrock, Hambrock Electric.

MS Hamilton reported on pump supply along with general duties. Motion made by Davis seconded by Greve to accept the Maintenance Supervisor report.

In UNFINISHED BUSINESS, The policy concerning disconnections was reviewed. Chair Waterman asked all board members to closely review the ordinance so that it could be passed in a subsequent meeting.

Hamilton Lease – Discussion ensued about Hamilton holding an appropriate amount of insurance on the property and the BLCD be named as a Loss Payee on the policy. Grossnickle to determine appropriate levels. Hamilton provided a

copy of the expected lease along with a request to have the lease sent to the State Board of Accounts for review per Conflict of Interest rules. Grossnickle to take care of all these matters.

Website Biographies – Waterman requested that all members provide a short biography to her along with their picture for use on the website. The website is up and running at this time. Waterman reported that she purchased a 3 year package for the website for a cost of \$520.20 which also came with considerably more available space for documents, pictures, etc.

District Boundaries defined – The ordinance passed in January 2019 required Freeholders to cast votes for their own area’s representation only. Given that Jim Davis will run uncontested for his seat in February, the district boundary lines are not as important. It is noted, however, that Grossnickle will be reviewing statutes to determine if further ordinance is required to establish new “area” boundaries.

Signage/Logo – Waterman relayed she would send the logo to FC Hamilton for use on business cards, letterhead, signage, etc. Total cost to get the logo was \$52.

Development on Anderson Road – Don Shearer has paid his portion of the agreed Feasibility price of \$13,000. The Board of Directors previously approved sharing this cost 50% with Shearer. Waterman will follow up with Henschen of Jones Petrie Rafinski to determine our next steps and timeline.

NEW BUSINESS – The Rate Study, required due to the increase of processing rates from the Town of Churubusco, will be reviewed at a special meeting held December 19, 2019. It was noted that several items should be mentioned to Baker Tilly to bring our Rate Ordinance up to par including tap fees, reconnect fees, and other fees suitable for a public utility.

Review of the Contracts was tabled for an upcoming meeting.

There being no further business, motion to adjourn by Greve, seconded by Waterman. Meeting adjourned at 9:42 pm.

Respectfully submitted, Lisa Waterman

Approved as written this 6th Day of January, 2020.
