

Blue Lake Conservancy District
Board of Directors meeting
February 7,2022

The February 7, 2022, meeting of the Blue Lake Conservancy District was called to order at 7:05 pm. Present were President Lisa Waterman, Treasurer Darlene Ramus, Directors Vince Simmers and Steve Shrock, along with counsel Andrew Grossnickle, Maintenance SupRick Hamilton, and Finance Clerk Amy Goodwin. Freeholders Chandra and Runn Gross was also present. Engineer Steve Henschen, with Jones Petrie Rafinski, was present. Absent was Director Dunn.

The meeting minutes from the January meeting were reviewed and approved on a motion from Vince Simmers, and seconded by Steve Shrock. Waterman relayed the November minutes were previously tabled and need approved. Ramus provided a copy and Waterman stated they were incorrect given they said "submitted by Lisa Waterman" but she hadn't done the minutes. They were done by Gerri Johnson.

The Treasurers Reports were then presented. The Accounts Payable Voucher showed checks #1853 – 1870 totaling \$25,021.46. Motion to approve by Simmers, seconded by Shrock. Motion passed.

The Monthly Recap report was presented next. Waterman relayed the report appeared to be incorrect as the figures didn't foot and the dates were incorrect. Tabled until resolution.

The 2022 Disbursements report was then presented showing a new 2022 Budget. Waterman suggested the Town of Churubusco amount should be increased given the expectation of much higher processing costs. All other entries appear to be appropriate, although Henschen mentioned his report may change the budget. Motion by Shrock, seconded by Simmers to accept the Disbursements report. Motion passed.

There were no other financial reports presented due to Goodwin just taking over as Finance Clerk. Goodwin commented that Johnson left without reconciling the Year End 2021. Goodwin will seek help from previous finance clerk and CPA, Randy Grawcock.

Goodwin had several suggestions she feels would be beneficial to the office and BLCD. Goodwin stated it is hard to reconcile bank information when statements are so delayed. She suggested obtaining online banking services for immediate information access. She also asked that the office get updated with a new computer and printer. She suggested getting an efficient black only printer as it prints faster and toner is less costly. Ramus stated she was working on getting 2 additional chairs for the conference table. All total, the estimated need for upgraded the office is less than \$3,000.

Hamilton suggested 4EOS as an upstanding firm in technology that could assist. Motion from Shrock, with a second from Simmers to seek help/quote from 4EOS with full assistance to replace the current system and obtain the necessary equipment. Motion passed.

Goodwin also suggested having a credit card to purchase items for the BLCD would be helpful. Motion to approve obtaining a credit card for BLCD with a limit no more than \$4000 approved with a motion from Vince Simmers, seconded by Shrock. Motion Passed.

Waterman reported that all bank information would be updated within the next few weeks and hopefully, online access could be obtained. Waterman also then questioned about garnering the surety bond for Ms Goodwin and suggested the amount should increase to move closely align to our assets. Grossnickle agreed. Waterman will pursue.

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Waterman then turned to Freeholders Russ and Chandra Gross who were in attendance regarding their continued inability to flush their toilet. They were in attendance to seek remedy and a status update. Mr Gross stated that at this time, they do not put anything, not even toilet paper, into the toilet for fear of backups. They are regularly flushing their system every week or so. An update was provided regarding the current situation. Gross' then relayed their appreciation of any assistance the BLCD could provide and voiced continued frustration. The BLCD also advised the Gross' that they may wish to seek their own counsel in the matter.

Hamilton then provided his Maintenance Report. It was an average month with two lock outs and associated fines. Locates are way down given the cold weather and pump inventory is satisfactory.

OLD BUSINESS

I & I Report- No work was reported; however, Hamilton reported that he reached out to Cornerstone as a possible partner to assist in future work and was impressed with their capabilities. He is hopeful to use them in the future to assist in I&I work.

Lift Station Updates – Simmers stated he secured a price lock for the annual servicing of the generator. Waterman signed and accepted the written proposal effectuating the agreement. Concrete work, to protect the gas line, is still required. Dunn, Hamilton, and Simmers agreed to complete.

Capital Improvement Plan (CIP)– Steve Henschen, of Jones Petrie Rafinski, presented the completed Capital Improvement Plan to the Board. The written report, "2022 BLCD Wasterwater Collection System Capital Improvement Plan (CIP) details the BLCD system and all component parts. Each segment of the system was reviewed for usable and expected life. The existing system was assessed and is operating efficiently; however certain areas need updating and checked for continued reliability.

Preventative maintenance was suggested for our pumps. Currently the BLCD replaces about 5 – 7% of its pumps annually, while the CIP calls for a 10% replacement. This would increase our budgeted amount to about \$91,000. Current budget is approximately \$76,000.

Henschen then detailed the CIP would call for several special projects over the coming years, based on both efficiency and funding. The first Project suggested is to review and replace the Air Release Valves. This has an associated price tag, for material and labor, estimated at \$130,000.

Project 2, in which the pressure sewer line would begin upsizing certain High Head pumps to replace current grinder pumps. Approximate cost is \$450,000.

Project 3, to replace the Main Life Station, would replace the most critical asset owned by the BLCD, at a cost of about \$460,000.

Project 4, to replace the discharge pipe with a new bypass structure on CR 550N, would cost about \$150,000

Project 5 – Electrical Riser Replacements would replace all risers from all of the collection system projects at an estimated cost of about \$250,000.

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A proposed CIP timeline was also presented.

Henschen detailed that the projects could be lumped together and funding sought through the state Revolving Fund where funding could come through low interest or forgivable loans. Henschen also said funding was very available in the coming months/years and that BLCD should probably be seeking assistance. All directors agreed that Henschen should pursue such funding in earnest and wherever and however such funding could be secured to update/replace the infrastructure for the BLCD.

Gross/Maklofkas update – see above

Easements/Service Agreements – Discussion detailed the possibility of creating a service agreement for all Freeholders to sign to allow unrestricted access onto private property to access grinder pumps and associated equipment. Grossnickle to review to determine applicability to our situation.

Use Ordinance Update – Grossnickle reported being sidetracked by the Maklofka matter and promised to begin updating in earnest.

NEW BUSINESS

Town of Churubusco Rate Increase – Waterman reported that Jeff Rowe is continuing to work on our behalf behind the scenes as the Town of Churubusco is planning a sewage treatment expansion. There are no further details available at this time.

Office Updates – please see above for detail .

There being no further business put before the board, Ramus made a motion to adjourn, seconded by Simmers. Meeting adjourned at 9:57 pm.

Respectfully submitted by Lisa Waterman

Approved this 7th day of March, 2022, by its Board of Directors:

