

Nature Works Conservancy District
December 20, 2022
Board Meeting Minutes

Board Members Present: Troyanne Libassi, Kevin Steele, Dillion Dalton, and Geoff Blanco

Also in Attendance: David Hollenbeck, Nathan Howell, John Sturgill, Jennifer Ray, and Matt and Jennifer with JK Investment.

Kevin Steele called the meeting to order at 8:30AM.

The minutes from the October 2022 meeting were approved as presented.

John Sturgill introduced Matt and Jennifer with JK Investment and presented the Eagleview Lift Station Upgrade Participation Agreement between Nature Works Conservancy District and JK Investment. The agreement was reviewed by both John Sturgill and Attorney Hollenbeck. JK Investment will pay \$30,000 towards the upgrades. In addition, the development includes the 25 units as originally planned. Finally, the project will include an erosion control plan. A motion was made and seconded to approve the Eagleview Lift Station Upgrade Participation Agreement. Motion carried.

Jennifer Ray presented the September and October financial statements. A motion was made and seconded to approve the financial statements. Motion carried. Jennifer presented the proposed 2023 sewer budget. After discussion, a motion was made and seconded to approve the proposed 2023 sewer budget. Motion carried. Jennifer then presented the 2021 bad debt write offs, to be written off in 2022 received from Valparaiso City Utilities. The total amount to write off is \$207.93. A motion was made and seconded to approve the bad debt write off. Motion carried. Jennifer then presented the Aquatic Weed Control Contract for 2023, after discussion a motion was made and seconded to approve the Aquatic Weed Control Contract. Motion carried. Finally, Jennifer reported that the Nature Works Conservancy District website has a domain name of natureworksconservancy.com and that the website has been updated.

MCO, Nathan Howell reported on Plant performance and needs **(attached Exhibit B)**

Nathan Howell reported on the Turnberry lift station force main incident (report attached). After an extensive investigation over the course of a couple weeks a 70-inch blockage was removed, and a valve was replaced. In addition, a frac tank was brought in to bypass the system until the issued could be resolved.

Nathan went on to report on additional plant performance and needs (Report Attached)
Nathan reported that they have had problems with the clarifier deflocculation devices. They need to have sheaves replaced. They are looking into less expensive ways to do this. Nathan reported that the guide assembly failed and they repaired. Finally, Nathan reported that they are having issues with high pressure from the city. They are looking into installing pressure reducing valves on the water system.

John Sturgill of McMahon Group presented the RFQ draft copy. A discussion was had about the RFQ, the provider will be hired for 3 years, and it is a qualification based guaranteed max pricing. They will advertise for 4-6 weeks and interview candidates. It was decided to include the Lockerbie drainage project. Finally, each board member will get a copy of each bid and score each prior to the meeting. John reported that the RFQ will go out in January to have them to review prior to February meeting. John further gave an update on the Golf Course pond project. Finally, John reported on the Fillar complaint and said the tree clearing could take place anytime, and they are still working on the new SWQMP.

Attorney Hollenbeck reported that the December property tax settlement has been received and was divided between general fund and cumulative fund. Attorney Hollenbeck further reported that the annual meeting is in February and that Steve Poulos is up for election.

The Payment of clams was presented and approved.

The next scheduled Board meeting will be held February 15, 2023, at 8:30 a.m.

There being no further business to come before the Board, a motion was made and seconded to adjourn the meeting. Motion carried and the meeting was adjourned at 9:52 AM.

Respectfully Submitted,

Jennifer Ray, Property Manager
1st American Management Co., Inc., as Agent
Nature Works Conservancy District