

Thirty-Nine North Conservancy District

October 4th, 2024, Board Meeting

8 AM

In Person at IBEW Meeting Hall

2751 N. State Road 39, LaPorte, IN 46350

By Zoom Internet Connection:

Meeting ID: 885 8801 9951

Passcode: 242981

Call the Meeting to order by President Mark Childress
Pledge to the Flag

Roll Call

Board Present: Cheryl Reinhart, Mark Childress, Ed Arnold, Jim Clarida

Professional Staff Present: Shaw Friedman, Gary Radtke, Karl Cender, Trista Hudson

Review of the minutes of the September 6th meeting

Cheryl Reinhart - Motion to approve September meeting minutes

Review of the financial report for January through September as available.

Mark Childress – Will have to watch our expenses and monitor bills that come through the next month. Will also have to watch the meters to ensure that the bills are transferred to the City after the closing.

Review of Bills for payment

Ed Arnold – Feels Erica should go through all the bills from the last year to mark bills that we shouldn't be receiving moving forward. Examples such as Omega Rail Management, Sunset Septic etc. Shaw feels he should introduce Erica to Courtney at the City Clerk's office and have her make an appointment with them to go over the transition of bills. Trista Hudson added we should also have a letter drafted on 39 North letterhead to send out to our prior vendors stating that the District has been Annexed into the City, please contact the City etc.

Edward – Had a question on Traveler's insurance policy, Mark wants to ensure that all insurance policies are needed before paying them out moving forward. Now that the District has been Annexed we only need policies to cover our Workman's compensation and the office. Mark would like Erica to double check each policy and identify those that are no longer needed.

Edward – Would be happy to work with Aradise Productions on a "wind down" process for the website. Mark and Cheryl feel that we no longer need to have a website as the City will have their own. Ed will check on the number of hits in the last months and have Tony reach out to the City to see what they want to do with the website moving forward. Shaw doesn't think the agreement allows us to keep any sort of separate marketing, but does require us to have an "open door policy", do our typical notice postings, keep our meeting minutes on record etc. Ed states that since we own the domain name, we could keep the website and have it redirected to the City's website when a user clicks on our link. Shaw can ask the City what they would like to do.

Edward Arnold – Motion to accept monthly financials

Gary Radtke – Presented the last bill for him. This will also be his last meeting unless the Board notifies him otherwise. He said it's been an interesting 25 years on the board and the board thanked him for his hard work.

Edward Arnold – Concerned with the City of LaPorte water bill for the previous month. To use that much water and not have the sewer bill go proportionately up is not normal. Erica Arnold explained that this bill was brought up last meeting. There was a bill in July labeled as a "pump installation" then in last month she received August and September bills together. She confirmed that all the invoices were separate and not a duplication error. Edward would like her to send him a copy of those bills and follow up with the City to see why the latest bill was so high.

Ed Arnold – Motion to approve all bills for payment after reviewing the water bills for last month

Old Business

Reports:

Shaw Friedman – Closing went well last Friday but he will continue to be in touch with the City to address any close out issues. There are some target dates in the agreement that need to be met so it is important to keep the board in place to provide oversight during the transition. Jim Clarida asked if there is a one-page summary available that lays out what the City is supposed to be doing and when. Shaw said he can put something like that together.

Gary Radtke – Passed out two maps, a Boundary Map with the changes he made since the last meeting and a new Annexation Map, which shows all the Annexations that have occurred since the board's formation as well as the City Annex. The darker colored areas are Annexations that occurred during the process of the District.

Ed Arnold – Had a question on liens on Pres Du Lac

Shaw Friedman – Explained that we have to locate the lien paperwork, the only files that Erica found were for prior liens that have been satisfied. After speaking with Sue he feels she can locate the other lien files. Bill Hedge was retained to do the lien work and has since passed away so his records cannot be accessed. In lieu of having Erica have to search for the records at the County office, it's best to have Sue do a physical search of the office first, then explore other options if needed.

Trista Hudson – Second reading of the budget for 2025, as discussed during the last meeting we are putting in \$100,000 so you have money to pay if things come up and to pay small expenses moving forward. After voting on the budget Erica has a form for all of the board to sign to reflect what your vote is. There's \$116,000 left right now but also, you'll receive approximately \$45,000 for the December tax settlement for this year. So, you'll have more cash than you budget. We expect that over time this cash balance will last 20 years. Each year we will do this quick budget process, we will budget for the cash you have, you can spend the little bit you want, then what's left just rolls in the balance for next year. There is no tax rate listed so you're just notifying the DLGF during the budget process that you'll be spending a little of your cash. Jim Clarida asks how long realistically we need the budget to last. Mark underlined that we need to make it last as long as we can, so we really need to choke down our expenses and be frugal.

Edward Arnold – Motion to adopt resolution as presented.

Mark Childress – Reached out to IDEM to notify them of the transaction with the City of LaPorte. They are going to start the process of removing us from the IDEM list, so we won't be responsible for any of the testing or maintenance moving forward. DNR has randomly reached out, asking us to explain the purpose of our district and provide a district map so we can continue to remain a Conservancy District. We will need some creative guidance on how best to fill out their form, so we will have to work on that this month.

Erica Arnold – Had a question on INTIME sales tax payable each month for sales tax water, fire, tax, acre. Mark said moving forward should be the City's responsibility. Shaw feels that the meeting with Courtney will also be helpful in that area as they can go over all the accounts. Erica will go through all the vendors from the last year and generate a list so they can hit each item that way.

Edward Arnold – Question on Flagstar bank line on the bottom of the monthly financials. Erica explained that Sue had always noted that on the monthly financials, Mark clarified that it was an old CD account that had since been closed. Ed requests that it's removed from the sheet for next month.

Cheryl Reinhart – Garbage contract has been canceled the bins will be picked up on Monday.

No public comment

Next meeting will be on November 1st, 2024

Respectfully submitted,

Erica A. Arnold, Financial Clerk