

**THE MINUTES OF THE MEETING  
OF THE  
INDIAN BOUNDARY CONSERVANCY DISTRICT**

**July 9, 2024**

K. Holmgren did a formal roll call of board members and members present were:

Chairman George Clem (GC), Vice Chairman Jon Dunlap (JD), Member Dan Doolin (DD), Member Carol Wood (CW), and Member Ray Rutkowski (RR).

No members of the public were present.

Attorney: IBCD Attorney Colby Barkes

Financial Clerk: Katie Holmgren (KH)

1. **Approval of the Minutes June 11, 2024 Meeting**– Member G. Clem made the motion to approve the minutes of the June 11, 2024 Meeting, motion seconded by Member C. Wood; motion approved by unanimous roll call vote (5-Yes, 0-No).
2. Reports
  - a. Chairman
    - i. Chairman Clem reported we have received updates regarding the ongoing SBOA Compliance Engagement 7/8/2024. An exit meeting will be held 7/11/2024 to review the results with the field examiners.
    - ii. Chairman Clem reported on interest rates from local financial institutions and TRUST IN. TRUST IN had the best interest rate at 5.33% as of 6/30/2024. Interest rates will continue to be reviewed monthly to secure the best interest rates possible for the IBCD. Total interest received YTD was \$26,900.
    - iii. The Brummitt School meter was read on 6/30/2024. IBCD is awaiting further communication on the process of receiving timely meter readings from DSC (Duneland School Corporation)/IAW (Indiana American Water) for Brummitt School. A possible meter reading fee of \$100 was discussed for the purpose of adding to a future rate/fee ordinance. Also, possibly reading the meter quarterly or semi-annually was discussed. The board decided via consensus to estimate the next month's bills, with an actual reading/reconciliation occurring in approximately November. Estimate data will be derived from prior usage on file.
    - iv. Legal is assisting IBCD with drafting a new rate ordinance.
    - v. There was a manhole that was partially paved by a previous Porter County project at Arbor & Brummitt. Chairman Clem will follow up on a 3-inch lift ring and is currently exploring cost, installation, and shipping location.
    - vi. Chairman Clem reported that Superior Pumping has ordered the new pump for the Indian Boundary Lift Station. The pump is expected to arrive within a couple of weeks and is expected to come in under the \$12,000 budgeted purchase price.
    - vii. Chairman Clem reported no updates to IBCD's email archiving processes.
    - viii. Chairman Clem has started working on the budget data for 2025. We have a meeting with our DLGF Budget Field Representative on 8/14/2024.
  - b. Board Member Report- Carol Wood

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- i. Board Member Wood presented a draft copy of a resolution which includes clarity and updates to IBCD's delinquent process and policy. This resolution has been reviewed and approved by legal and will be presented for vote and adoption at the next meeting.
  - ii. Board Member Wood and Clerk Holmgren will schedule and resume the next process review meeting after SBOA compliance tasks are addressed and 2025 budget tasks are completed.
- c. Financial Statements/Financial Clerk Reports- reviewed by Clerk K. Holmgren.
  - i. The website is up to date.
  - ii. There was \$49,000 collected in resident sewer fees have been collected for 2024.
  - iii. There was \$964 in delinquent fees outstanding, plus penalties, at the end of Q2 2024. This was amongst 15 residents. Past due reminder letters were sent out to the 8 residents that were late for quarter 2 payments. Member C. Wood made the motion to send the 7 residents who remained greater than 6 months past due notices of disconnect/lien, motion seconded by Member D. Doolin; motion approved by unanimous roll call vote (5-Yes, 0-No).
  - iv. The June 2024 financial reports were reviewed.
  - v. Property taxes were received on 6/29/2024 in the amount of \$128,222.22. \$109,329 was attributed to the general fund and \$18,892 to the cumulative fund.
- d. Legal Report- IBCD Attorney Colby Barkes
  - i. There have been no updates regarding proceeding with the new service contract with Chesterton Utilities.
  - ii. There have been no updates from the Shirley Heinze board/legal regarding the Indian Boundary Lift Station.
  - iii. There have been no updates regarding the Porter County Highway Department regarding the Indian Boundary Road Lift Station.
  - iv. There have been no updates regarding the Graham Lift Station.
  - v. Attorney Barkes has drafted a potential new rate ordinance for IBCD. Clarification is still in process and there will be follow up at the next board meeting.
  - vi. Attorney Barkes reported he did not identify any further relevant cyber security requirements for IBCD at this time.
- e. Service Manager Report-Presented by Chairman G. Clem
  - i. Project List:
    - 1. Chairman Clem has received communication from Superior Pumping to do the 2023/2024 lift station inspection reports. The inspections should take place by the end of 2024 and we will receive the reports. The spare pump is now currently in use. Chairman Clem requested that Superior Pumping perform the inspections around when they are working on the installation of the new pump at Indian Boundary Road lift station.
    - 2. RFPs to rebuild Indian Boundary Lift Station - no updates for now.
    - 3. We are waiting for information on rebuilding actual pump lines for IBLS as well as on labor availability.

### 3. Old Business-

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- a. Lift Station wet wells concrete starting to spall. Working with Nathan of MCO on specifications for rework. Specifications have been received from Chesterton Utilities and there are no updates.
  - b. MCO completed the manhole inspection and Chairman Clem has received the written report. Chairman Clem will prepare RFPs. Manhole has been uncovered and will need to be inspected.
  - c. The wet well alarms recently went off and were inspected.
4. New Business- None.
  5. Claims- reviewed by Clerk K. Holmgren. Member J. Dunlap made the motion to approve the claims as submitted, motion seconded by Member D. Doolin; motion approved by unanimous roll call vote (5-Yes, 0-No).
  6. Comments from the Public - no public present.
  7. Adjournment- Member C. Wood made the motion to adjourn the meeting at 8:04 PM, motion seconded by Member R. Rutkowski; motion approved by unanimous roll call vote (5-Yes, 0-No).

Signed this 13th day of August 2024 by:

\_\_\_\_\_  
CHAIRMAN- GEORGE CLEM

\_\_\_\_\_  
VICE CHAIRMAN- JON DUNLAP

\_\_\_\_\_  
RAYMOND RUTKOWSKI

\_\_\_\_\_  
DANIEL DOOLIN

\_\_\_\_\_  
CAROL WOOD

Attest: \_\_\_\_\_  
FINANCIAL CLERK/SECRETARY

Acronyms:

CIF – Cumulative Improvement Fund, SBOA – State Board of Accounts, MCO – Maintenance Managers, Nathan Howell (NH), MH – Manhole, STEP – Septic Tank Effluent Pumping, D&M – Sewer maintenance contractor, DLGF – [Indiana Department of Local Government Finance](#)



**Indian Boundary Conservancy District  
July Monthly Report  
For Meeting on August 13, 2024  
Submitted By: Nathan Howell**

- On July 31, 2024, MCO went to the Graham Drive Lift Station and checked on the panel which was operating properly. The high alarm float was checked, and it was operating properly. OmniSite called our phone which indicated proper operation of the alarm system. We checked Indian Boundary Road Lift Station for operations, and all seemed to be operating satisfactorily. The high alarm float was checked which turned on the strobe and OmniSite called our phone.

We met the Town of Chesterton at the Indian Boundary Lift Station to get the pump station flow readings. The totalizer reading was 77,920,424.

The amperage of all the pumps were checked before leaving. Below you will find the readings:

Indian Boundary Lift Station				Graham Drive Lift Station			
Pump 1		Pump 2		Pump 1 – 12.1/11.9		Pump 2 – 10.7/10.5	
L <sub>1</sub>	28.0	L <sub>1</sub>	27.3				
L <sub>2</sub>	28.7	L <sub>2</sub>	27.4	FLA =	14.0	FLA =	14.0
L <sub>3</sub>	29.9	L <sub>3</sub>	29.3	Panel Amp Meter –6.0		Panel Amp Meter –8.0	
GPM	190	GPM	200				
FLA =	30	FLA =	28				
Panel Amp Meter –28		Panel Amp Meter – 26					

1284 Brummitt L.S. - 11.0  
1501 Indian Boundary - 10.5  
1505 Indian Boundary - 11.2

1780 Indian Boundary - 11.8  
1800 Indian Boundary - 17.8  
1475 Indian Boundary - 16.2

- The pumps at 1475 & 1800 Indian Boundary Road are drawing higher current. We checked voltage when the pumps were running and when they were off. We did not see much voltage drop when they ran. We also checked the amperage at the 1800 Station after the junction box to see if possibly the connections were not good at the splice. We did not see any difference. We will continue to monitor this. We may need to try a different pump.
- The Omnisite flows based on run times is inaccurate. It is about ½ the actual amount. We will investigate the problem. The June report is also inaccurate. We calculated by hand for the flow comparisons spreadsheet.
- There were two large power outages due to storms. On July 10, 2024, we called Superior Pumping out to connect the bypass pump. When they began unloading the pump, the power was restored. There were no overflows with either incident.

**Pumping Station Summary**

<b>Pumping/Alarm Summary</b>	<b>Gallons/Month</b>	<b>Hours</b>		<b>Alarms</b>
		<b>Pump 1</b>	<b>Pump 2</b>	
Indian Boundary	1,528,460	66:05:10	61:31:23	Power outage 7/10,15-16
Graham Drive	549,452	50:56:31	43:11:06	Power outage 7/10,15-16
1284 Brummitt		3:52:04		
1501 Indian Boundary		1:26:53		Power outage 7/10,15-16
1505 Indian Boundary		7:04:56		Power outage 7/10,15-16
1780 Indian Boundary		2:29:06		Power outage 7/10,15-16
1800 Indian Boundary		1:08:41		Power outage 7/10,15-16
1475 Indian Boundary		2:10:09		Power outage 7/10,15-16

INDIAN BOUNDARY CONSERVANCY DISTRICT  
MONTHLY TREASURER REPORT

		2024	July
General Fund			
GF Horizon Bank	Beginning Balance		503,215.24
GF TrustIndiana	Receipts		82,128.83
GF HB Money Market	Disbursement		106,812.06
GF MM TrustIndiana	Ending Balance		478,532.01
Cumulative Improvement			
	Beginning Balance	\$	315,302.52
CIF Horizon Bank	Receipts	\$	20,337.23
CIF TrustIndiana	Disbursement	\$	-
	Ending Balance	\$	335,639.75
Rainy Day			
	Beginning Balance	\$	184,361.01
RDF Horizon Bank	Receipts	\$	809.07
RDF TrustIndiana	Disbursement	\$	-
	Ending Balance	\$	185,170.08
Sewer Operating			
	Beginning Balance	\$	159,516.07
SUF Horizon Bank	Receipts	\$	1,758.40
SUF TrustIndiana	Disbursement	\$	4,546.21
	Ending Balance	\$	156,728.26
CD Investments			
Form 350		\$	-
Total in all Accounts			
		\$	1,156,070.10

<b>I hereby certify that this report is true and correct.</b>	Financial Clerk
	Chairman

ACCOUNTS PAYABLE VOUCHER REGISTER  
Indian Boundary Conservancy District

For Period 6/11/24 to 7/9/24

DATE FILED	CLAIM NUMBER	NAME OF CLAIMANT	FUND	VOUCHER	ALLOWED	CHECK NUMBER	MEMORANDUM
7/9/2024		KATHERINE HOLMGREN	SUF	\$ 837.46	\$ 837.46	1362	2024 JUNE PAYROLL
7/9/2024		NIPSCO	SUF	\$ 395.00	\$ 395.00	1363	POWER - 1845 INDIAN BOUNDARY LIFT -#401100 & GRAHAM W/O ARCHITECT LIFT #402083
7/9/2024		D&M EXCAVATING, INC.	SUF	\$ 2,250.00	\$2,250.00	1364	LOCATES- A25814, A25817, A25820, A25886, A25826, A26007, A25818
7/9/2024		MCO	SUF	\$ 630.00	\$ 630.00	1365	INV30782: MANAGE SERVICE - APRIL 2024
7/9/2024		U.S. TREASURY	SUF	\$ 433.75	\$ 433.75	1366	2024 Q2 FEDERAL 941 PAYROLL TAXES
				\$ 4,546.21	\$ 4,546.21		TOTAL SUF FUND
7/9/2024		GEORGE CLEM	GEN	\$ 708.96	\$ 708.96	1265	ADDITIONAL COMPENSATION CLAIM # 24-7
7/9/2024		CHESTERTON UTILITY	GEN	\$ 6,487.61	\$6,487.61	1266	TREATMENT: 5/31/2024 - 6/28/2024
7/9/2024		IONOS	GEN	\$ 12.50	\$ 12.50	DC	WEB HOSTING : 06/25-2024 - 07/25/2024-# 202049917318
6/12/2024		USPS	GEN	\$ 13.60	\$ 13.60	DC	POSTAGE
7/9/2024		U.S. TREASURY	GEN	\$ 428.41	\$ 428.41	1267	2024 Q2 FEDERAL 941 PAYROLL TAXES
7/9/2024		USPS	GEN	\$ 170.00	\$ 170.00	1268	12 MONTHS P.O. BOX RENTAL FEE
				\$7,821.08	\$7,821.08		TOTAL GENERAL FUND
**Bold claims indicate charges already deducted from bank account.							
					\$0.00		TOTAL CUMULATIVE IMPROVEMENT FUND

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

7/9/2024

Date

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing or bills attached thereto.

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 11 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$ 12,367.29

Date this 9 Day of July 2024

SIGNATURES OF GOVERNING BOARD