

**Blue Lake Conservancy District  
Board Meeting  
March 7, 2022**

The March meeting of the Blue Lake Conservancy District was called to order at 7:03 pm by President Lisa Waterman. All board members were present including Treasurer Darlene Ramus, Randy Dunn, Steve Shrock and Vince Simmers. Also in attendance was Finance Clerk Amy Goodwin, Maintenance Superintendent Rick Hamilton, and Legal Counsel Andrew Grossnickle. Guest Steve Henschen, engineer with Jones Petrie Rafinski, was present along with Freeholders Russ and Chandra Gross.

Given the **oaths of office** were not available at the Annual Meeting in February, Lisa Waterman and Randy Dunn were sworn in by Andrew Grossnickle as Directors of the BLCD. Terms will expire on the 4<sup>th</sup> Saturday of February, 2026.

The next order of business was to **choose officers of the Board of Directors**. With careful consideration, the board, by nomination and confirmation by call out vote, chose the following persons to serve as officers for the BLCD for 2022: Lisa Waterman, President; Randy Dunn Vice-President; Darlene Ramus, Treasurer; and Vince Simmers, Secretary.

President Waterman then called for a review and **approval of the February 7, 2022, meeting minutes**. Motion by Shrock, second by Ramus to approve as presented. Motion passed. The meeting minutes of the Annual Meeting were then presented. Motion by Dunn, Seconded by Simmers to approve as presented. Motion passed. It was noted the November 2021 minutes have yet to be approved.

**The Treasurers Report** was then presented. Clerk Goodwin presented the Accounts Payable Voucher Register showing \$22,858.60 of payments. Motion by Shrock, Second by Simmers to approve the A/P Voucher Register. Motion passed. The 2022 Disbursements Report was then presented showing a total of \$47,880.06 has been distributed with a remaining budget of \$426,819.94. Waterman noted the bottom portion showing the receipts as not correct and asked Goodwin to review the inputs.

**The Monthly Recap report** was then presented. Goodwin noted that she was very confident that the numbers shown were correct, but had doubts about the information previously presented. She explained the timing of the report and statements coming from the bank made the construction of the report difficult. It was noted that going forward the BLCD will be able to obtain information electronically making the report much more timely and accurate. Ramus noted that the significant Account receivable balance would decrease as the credit balance for Big AI's has declined a lot.

Clerk Goodwin relayed concerns about the unfinished 2021 year-end figures given the departure of Clerk Johnson who did not complete the entry and analysis. Goodwin said she would work to get it completed and advised the State Board of Accounts had asked for the data, as it is required by statute. Motion to accept the Financial Reports was suspended until Goodwin can finalize the 2021 Year End figures.

Waterman relayed Randy Grawcock, CPA, who was a previous Finance Clerk, would be assisting Goodwin to ensure she was appropriately trained with the computer entry and various reports.

Treasurer Ramus then relayed she had completed a complete review and final determination of both campgrounds. She would be separately meeting with Mary Davis Wynn to go over the calculations. Goodwin also reported that the computers are still not completed installed but it was expected within a few days.

Waterman then asked **Freeholder Gross'** to relay the reason for their attendance. They asked for an update to the Maklofkas matter. Grossnickle advised that an injunction was filed, but the Maklofkas had sold the property so the

## **BLCD Meeting Minutes**

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Injunction was no longer of use. From the BLCD's perspective, however, the suit is in full force given the pursuit of reimbursement of legal fees and other fees/fines with BLCD ordinances.

Gross relayed that Andrew Martin of Fort Wayne had purchased the property. After much discussion, it was agreed Waterman would mail Martin a welcome letter with a note asking him to contact the BLCD office as soon as possible. In this way, the BLCD could then relay the circumstances regarding the joint line and the attempts to fix and resolve. All are hoping he is reasonable and understands the joint dependency of our system.

All agreed the matter would not falter with the sale of the property and Grossnickle will proceed with the injunction against Martin if he chooses not to cooperate.

**Maintenance Superintendent Rick Hamilton** relayed his report and stated there were pump failures occurring in the new Magnolia Park trailer parks. He has the documentation along with pictures and will work with Finance Clerk Goodwin to get the billing out requesting payment for the failures. He stated the new owner of the trailer parks is very interested in obtaining pre-grinder baskets to catch the debris causing pump failure. Hamilton advised it could be a great program but that a maintenance program would need to be determined to ensure they were appropriately cared for by the parks' management.

**Steve Henschen of JPR Engineering** was then given the floor to discuss the pursuit of state funds to upgrade/update the aging BLCD system. He referenced the Capital Improvement Plan (CIP) full report offered at the February meeting and detailed an action plan. There are certain procedures that must be completed per state guidelines including applications, studies, and public meetings with required time slots. JPR must complete a PER (Preliminary Engineering Report) as part of the application process. Further, Jeff Rowe of Municipal Consultants will be retained for financing calculations.

Hensched explained there are two different possibilities of funding including grants (with no repayment required) along with SRF (State Revolving Funds) which offer low interest rate loans. Both will be requested and potentially are available. There are certain key deadlines, namely April 1<sup>st</sup>, in which extra "points" are given to entities in compliance with the states request for studies, information, applications, etc. The BLCD will strive to meet that deadline. The entities will the highest point tally, based on various criteria, as it relates to funding available, are able to pursue their projects. The SRF will most likely be available no matter what the BLCD point tally is as long as the project is deemed worthy under the guidelines.

Henschen requested a motion to allow Waterman to sign on behalf of the BLCD on all matters pertaining to the grant request. Motion by Simmers, seconded by Shrock. Motion Passed.

Waterman then called for a vote regarding pursuit of the application. Motion by Simmers, seconded by Dunn. Motion passed.

Henschen detailed the cost of the PER (Preliminary Engineering Report) at \$28,500. The PER is required by the state and will detail the project. Motion by Dunn, Second by Simmers. Motion passed.

Henschen detailed state awards are announced in July. In the BLCD is successful, a Bond Anticipation Note (BAN) would be secured to initiate the work. Once funding is closed in March 2023, the BAN is paid off and the work finalized.

Henschen relayed he would facilitate a meeting of Waterman, his firm, and various state representatives to review the project and determine applicability and need for improvement. Waterman agreed to be available. All thanked Henschen for his expediency and dedication to helping the BLCD in this project.

Waterman moved to **Unfinished Business:**

**I & I Work Update** – nothing to report

**Lift Station Update** – the last remaining item is to create a concrete pole to protect the gas line from damage. Hamilton and Simmers agreed to get it completed.

**Maklofka Matter** – see previous notations

**Easements/Service Agreements & Use Ordinance** – tabled

**Rate Increase** – tabled until more information is made available

**Office update** – Goodwin reported on the computer upgrade. Ramus agreed to order additional office chairs.

**New business** – Grossnickle asked for all directors and associated contractors to sign a “Conflict of Interest” statement and distributed the same for signature.

There being no further business, the meeting was adjourned at 9:31 pm with a motion from Simmers, second by Ramus. Meeting adjourned.

Respectfully submitted by Lisa L Waterman, Board president and acting Recording Secretary.

Approved this 4<sup>th</sup> day of April, 2022, by its Board of Directors:

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