

Blue Lake Conservancy District  
Annual Meeting Minutes

The Annual Meeting of the Blue Lake Conservancy District (BLCD) was called to order at 200 pm on the fourth Saturday of February, February 26, 2022, at the Blue Lake Association Building with all directors present including Lisa Waterman, President; Darlene Ramus, Treasurer; Randy Dunn, Director; Steve Shrock, Director; and Vince Simmers, Director. Also present were BLCD support team of Amy Goodwin, Finance Clerk, and Rick Hamilton, Maintenance Superintendent. Also present were Freeholders,

President Waterman, after calling the meeting to order, asked for all persons present to provide their name and role within the BLCD. Each person in attendance did such.

President Waterman relayed that she and Randy Dunn were the Directors on the Board of Directors who terms were renewing after both expressed interest in continuing their service, and no known persons came forward to challenge their appointment. Unfortunately, the oath of office was not available so the taking of the oath will be deferred until the next regularly scheduled board meeting slated for Monday, March 7, 2022.

Further, with the board members not fully under oath, the voting and naming of officers of the BLCD was delayed until the March 7, 2022, meeting.

Waterman then asked Treasurer Ramus to present the Annual Budget which showed \$470,700 in expenses to \$463,536. Ramus presented the budget. Waterman asked that the budget be balanced and presented at the next regularly scheduled meeting for approval. Waterman mentioned that most of the budget follows previous years allocations but that additional dollars had been allocated to the Town of Churubusco given the expectation of increasing rates, along with allocations to the Maintenance equipment amount given expectation of initiating the capital improvements plan. Notation was also made that the I&I allocation should be just \$10,000 annually. Hamilton also relayed that the "CRZ" trailer parks should now be referenced by their new name, Magnolia Park East and Magnolia Park West.

The next agenda item was the "Year in Review". Waterman asked Simmers to detail the substantial work he did in getting a back up generator attached to the main lift station in the past year. Applause was given along with also thanking Superintendent Hamilton for the work he did in getting the project done. Simmers explained that electricity is required to operate the lift station and any power outages can have detrimental impact on the BLCD's ability to process waste and deliver it to the Town for full processing. He also detailed his desire to obtain a 3 year warranty from the installer versus the current one year offering. Simmers then mentioned he secured a price guarantee on the service agreement for a three year period.

Hamilton then offered information about the I&I work, what it entails and the substantial work that has been done in key areas of the BLCD. Waterman then explained that when rain water seeps into the sewage system, the BLCD then pays the Town to process CLEAN water, which is a waste of money.

Hamilton noted areas to the south and southwest of the BLCD have been repaired and further noted areas will be reviewed as time allows.

Waterman then addressed the “accounting” section of the agenda by discussing the last year and a half the BLCD had the services of Randy Grawcock, CPA, to bring our records to date and correct certain accounting issues noted within the finance records. Gerry Johnson took over as Finance Clerk in June, but gave notice in December of her desire to end her contract. Ms Johnson ended her services with the BLCD on or about February 15<sup>th</sup>. Amy Goodwin was then hired as the Finance Clerk and mentioned she has worked several hours with Mr Grawcock to ensure the accountings are brought up to date. Unfortunately, Ms Johnson had a significant health issue in December and was not able to close out the 12/31 accounting for the BLCD.

Waterman commented that the office was appearing to be in better order under Ms. Goodwin’s care. Simmers then raised the possibility of utilizing a high school intern to scan papers for the BLCD. The board had previously considered such an initiative but COVID sidelined the proposition. Waterman agreed to pursue.

Ms Goodwin stated she will contact the state board of accounts regarding the 12/31 accountings and detail when the BLCD will provide the closing year numbers. She will work with Grawcock as needed.

Waterman then detailed that the BLCD retains the services of Jones Petrie Rafinski engineering firm, specifically working with Steve Henschen. At the February meeting, Henschen presented the Capital Improvement Plan he created with input from the BLCD about our aging infrastructure and suggested remedies to replace/upgrade etc.

Waterman relayed that Henschen detailed state funding is available through grants and low interest loans and that the Board had provided the go ahead from Henschen to pursue such opportunities in earnest.

Waterman then moved to the “Year Ahead” and detailed that the BLCD office would be upgraded with new computer and printing hardware. Consideration was provided by 4EOS and the Board has determined such upgrades are necessary. Outside bidding was not required as the cost outlay will be only be about \$2500.

Waterman then moved to the Busco Rate Increase section noting that the BLCD does not have full information but that our municipal consultant, Jeff Rowe, is actively working with the Town to determine the appropriate rate and how much of their sewage plant upgrade/rebuild/expansion the BLCD should be responsible for given our capacity is previously authorized and detailed in the Interlocal Agreement and needs no further capacity.

Infrastructure updates and the Grant Request were noted in the section above when the board discussed the Capital Improvement Plan. There is no specific grant or loan request active at this time, but Henschen mentioned there are some available. The board awaits his guidance.

Waterman then asked for Freeholder questions. A statement was offered that they moved from Michigan in the hopes of seeing progress but to also preserve some of the rural area they love. They are continuing to see continued new housing developments and hope it doesn't continue. Waterman mentioned there are numerous things happening in the Churubusco community and that new housing starts were expected to increase.

There being no further questions or business, Simmers made a motion to adjourn the meeting, seconded by Shrock, motion passed. Meeting adjourned at 239 pm.