

## Blue Lake Conservancy District

May 6, 2024

### Board Minutes

The May 6, 2024, meeting of the Blue Lake Conservancy District (BLCD) Board of Directors was called to order at 7:04 pm by President Lisa Waterman. Directors present included Darlene Ramus, Vince Simmers, Steve Shrock, and Randy Dunn. Maintenance Superintendent (MS) Rick Hamilton and Finance Clerk (AC) were also present along with Legal Counsel Andrew Grossnickle. Freeholders Ira and Lisa Listenberger were present.

The meeting minutes of April 1, 2024, were presented for approval. Motion by Simmers, Seconded by Shrock, to accept the April meeting minutes. Ramus abstained. Minutes accepted.

Waterman then asked Listenbergers the reason for their visit. They relayed their concern over the use of the catch basin at the end of their property. As previously stated in the March meeting, in development of their property, they had to pay to extend the sewage line and now feel no one else should be allowed to use it or they should be required to pay for it. Waterman had relayed to Grossnickle who had not had time to formally respond to them regarding their concerns. Grossnickle promised he would review our Use Ordinance and get back to them in writing about their concerns. Waterman reiterated her belief that the catch basin is not personally owned by the Listenbergers and it became part of the sewage system upon original operation.

After the Listenbergers left the meeting, the Board reviewed over a map of the development and found that connecting to the Listenberger catch basin from the Lazure (sp?) property crosses two property lines and is not conducive to effective planning. Waterman stated a master plan needed to be made for the Zolman Drive development as more homes may be built and asked MS Hamilton to come up with one. While it does not appear that the Lazure (sp?) property will utilize the catch basin situated on the Listenberger property, future adjacent properties may need to utilize the same. Grossnickle to write a letter to that effect.

The financial reports were then presented by Treasurer Ramus. The Accounts Payable (A/P) Voucher Register was presented with a total of \$27,724.73, with the largest portion being \$14,147.86 paid to the Town of Churubusco. Motion by Dunn, Seconded by Shrock to accept the A/P Voucher Register as presented. Motion passed. Directors signed the associated vouchers for approval of payment.

The Monthly Recap report showed an opening balance of \$ 120,558.14 with \$40,983.20 received during the month along with monthly disbursements at \$27,724.73 leaving a checking account ending balance of \$133,816.61. In order to maximize interest, additional funds are separate from the checking account and are invested in a money market account and several Certificates of Deposit (CD's) totaling \$251,102. Total current funds (adding the checking account with the invested funds) total \$384,918.80. Motion by Shrock, seconded by Simmers to accept the Monthly Recap report. Motion passed.

The 2024 Disbursements Report was then presented with total monthly disbursements of \$27,724.73, on a budget of \$533,200 with \$383,440.27 remaining. Motion by Simmers, seconded by Dunn to accept the report as presented. Motion passed.

Maintenance Superintendent (MS) Rick Hamilton then presented his monthly report detailing his activity for the month. Hamilton relayed there were 3 High Head pumps installed as part of the BLCD Capital Improvement Plan. One was installed on Sheldon Lane and the second was installed on Edgewood Drive. Hamilton also did some work on the ARV's on 500 North.

Hamilton offered the gallonage review report to Waterman.

**Unfinished business -- Arrowhead Development** – Nothing to report.

**SBOA Audit follow-up** – Discussion regarding the unpaid bill and the ability of the BLCD to fight what is viewed as an unfair and inappropriate bill. Grossnickle to review if anything can be done. Waterman also stated she would review the audit findings to determine our current status.

**Sievers Matter** – Hamilton reported that Sievers’ proposed work was inspected and approved and would be finalized within the coming weeks. Discussion amongst the board ensued namely the fact that Sievers’ remedy and humility came after he was found in direct violation of the BLCD Use Ordinance. The board, on a motion by Simmers, seconded by Shrock, agreed that “the BLCD would assess a fine of \$2500 to Sievers for violating the BLCD Use Ordinance in the creation of a private septic system on a property within the confines of the BLCD.” Motion passed unanimously.

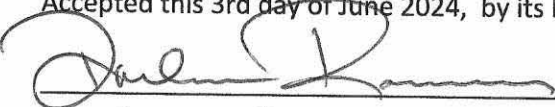
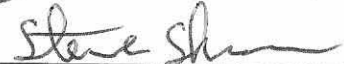
**Voting Process** – Grossnickle stated the all filings were approved. That is, voting shall revert to its original process where all freeholders of the BLCD shall vote for all members of the BLCD board members, not just the freeholders of the area represented on the board. Nothing further expected.

No new business was presented.

There being no further business, motion to adjourn was made at 9:14 pm by Dunn, seconded by Ramus. Meeting adjourned.

Respectfully submitted by Lisa Waterman, Recording Secretary, and

Accepted this 3rd day of June 2024, by its Board of Directors:

  
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# ACCOUNTS PAYABLE VOUCHER REGISTER

NOTES: (1) Use both sides of form if needed. Signatures of governing board should appear only on the final page of each meeting in which accounts payable vouchers are allowed. (2) The Memorandum column is for entering action on accounts payable vouchers if disallowed in whole or in part, if continued to a later meeting of governing board, or for other pertinent information.

**Blue Lake Conservancy District**  
Governmental Unit

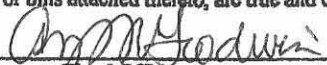
Agency May 2024  
For Period

Prescribed by State Board of Accounts

General Form No 364 (1997)

DATE FILED	VOUCHER NUMBER	NAMES OF CLAIMANT	OFFICE DEPARTMENT FUND	AMOUNT OF VOUCHER	CHECK WARRANT NUMBER	MEMORANDUM
5/1	3215	Indiana Michigan Power		1480.39	3636	electric
5/1	3216	Blue Lake Assoc.		600.00	3637	rent
5/7	3217	Rick Hamilton		4900.00	3638	payroll
5/7	3218	Rick Hamilton		100.00	3639	Storage rent
5/7	3219	Rick Hamilton		450.00	3640	misc. extra work
5/7	3220	Churbusco Utilities		18,523.22	3641	sewer-treatment
5/7	3221	Covalen		508.75	3642	EI Pump
5/7	3222	Covalen		6984.94	3643	Pump, cont. board, etc
5/7	3223	Mediacom		2868.25	3644	internet/phone final bill
5/7	3224	km1		692.50	3645	life sciences (bug)
5/7	3225	JPR		1552.50	3646	pro. services - vac + testing
5/7	3226	Beers Malters		60.00	3647	Legal fees
5/7	3227	State Board of Accounts		16980.00	3648	Audit
5/7	3228	Valley Farms (formerly MDI)		4996.00	3649	Pumps
5/7	3229	Amy Goodman		197.47	3650	office supplies
5/7	3230	Amy Goodman		1050.00	3651	payroll
5/14	3231	NIPSCO		78.29	3652	gas
5/21	3232	Surf Internet		69.28	3653	phone/internet
5/21	3233	Verizon		99.61	3654	cell phone
5/21	3234	Northeastern REMC		374.63	3655	electric
5/21	3235	Amy Goodman		1050.00	3656	payroll

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.


  
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.)

We have examined the vouchers listed on the foregoing accounts payable voucher register, consisting of 1 page, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$ 63,615.83

Date this 3rd day of June, 2024

  
Steve Shum

SIGNATURES OF GOVERNING BOARD

**BLUE LAKE CONSERVANCY DISTRICT  
MONTHLY RECAP  
May 1, 2024**

**CHECKING ACCOUNT:**

Beginning Balance		\$	133,816.61
Incoming: Customer	45,269.17		

<b>TOTAL INCOMING:</b>		\$	<u>45,269.17</u>
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**DISBURSEMENTS:**

Blue Lake Assoc	600.00
Rick Hamilton	5,450.00
Beers Mallers	60.00
NIPSCO	78.29
Surf Internet	69.28
Verizon	99.61
NEREMC	374.63
Indiana Michigan Power	1,480.39
Mediacom	2,868.25
Churubusco Utilities	18,523.22
Covalen	7,493.69
KML	692.50
State Board of Accounts	16,980.00
Valley Farms	4,996.00
Jones Petrie Rafinski	1,552.50
Amy Goodwin	2,297.47

<b><u>TOTAL DISBURSEMENTS:</u></b>		\$	<u>(63,615.83)</u>
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BALANCE CHECKING: May 31, 2024		\$	<u>115,469.95</u>
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Money Market Acct.		\$	<u>75,187.72</u>
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CD 1 (Star Financial)		\$	100,292.59
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Interest (Calculated monthly)		\$	283.98
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CD 2 (Star Financial)		\$	50,146.29
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Interest (Calculated monthly)		\$	141.99
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CD 3 (Farmers & Merchants)		\$	25,612.97
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Interest (Calculated quarterly)			
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Total Balance of CD's (May 31, 2024)		\$	<u>176,477.82</u>
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Bond Payable Balance	\$ 656,228.57
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Customers Billing Received in Advance	\$ 41,279.90
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# 2024 DISBURSEMENTS

2024 Disbursements															
Category	Annual Proj Budget	January	February	March	April	May	June	July	August	Sept.	October	November	December	TOTAL	BALANCE
Office Exp	\$4,000.00	\$82.00	\$100.90	\$26.74		\$197.47								\$407.11	\$3,592.89
Software	\$1,500.00													\$0.00	\$1,500.00
Maint/Supr	\$58,800.00	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00								\$24,500.00	\$34,300.00
O/S Labor	\$2,500.00													\$0.00	\$2,500.00
Adm/Clerk	\$30,000.00	\$2,100.00	\$2,100.00	\$2,100.00	\$2,100.00	\$2,100.00								\$10,500.00	\$19,500.00
Rec. Secy	\$1,300.00				\$300.00									\$300.00	\$1,000.00
Board	\$9,750.00				\$2,400.00									\$2,400.00	\$7,350.00
Rent	\$7,200.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00								\$3,000.00	\$4,200.00
Storage	\$1,200.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00								\$500.00	\$700.00
Insurance	\$7,500.00			\$6,809.00										\$6,809.00	\$691.00
Bond Pmt	\$61,750.00			\$29,214.41										\$29,214.41	\$32,535.59
Legal	\$20,000.00		\$637.50	\$395.79	\$923.69	\$60.00								\$2,016.98	\$17,983.02
I/M-NEREMC	\$20,000.00	\$1,484.33	\$1,744.06	\$1,826.13	\$1,559.49	\$1,855.02								\$8,469.03	\$11,530.97
Gas-NIPSCO	\$1,200.00	\$77.37	\$76.64	\$76.78	\$74.80	\$78.29								\$383.88	\$816.12
Busco Util	\$185,000.00	\$12,220.40	\$16,171.36	\$19,486.42	\$14,147.86	\$18,523.22								\$80,549.26	\$104,450.74
Telephone	\$3,000.00	\$280.76	\$280.76	\$237.86	\$168.89	\$3,037.14								\$4,005.41	(\$1,005.41)
Maint Ed/sup	\$35,000.00	\$15.19	\$50.00			\$692.50								\$757.69	\$34,242.31
Maint Lift Station	\$15,000.00	\$864.99		\$963.61										\$1,828.60	\$13,171.40
Maint Misc	\$6,000.00				\$450.00	\$450.00								\$900.00	\$5,100.00
SBOA	\$0.00					\$16,980.00								\$16,980.00	(\$16,980.00)
Consult	\$20,000.00		\$230.00	\$140.00		\$1,552.50								\$1,922.50	\$18,077.50
I & I	\$10,000.00													\$0.00	\$10,000.00
Capital Improve	\$32,500.00	\$5,442.00				\$12,489.69								\$17,931.69	\$14,568.31
Budg/Disb	\$533,200.00	\$28,167.04	\$26,991.22	\$66,876.74	\$27,724.73	\$63,615.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$213,375.56	\$319,824.44
Waste & late fees	\$533,200.00	\$54,655.53	\$25,000.34	\$48,063.48	\$40,983.20	\$45,269.17	\$40,785.73							\$254,757.45	\$278,442.55
Interest Income	\$720.00	\$0.00	\$0.00	\$333.26	\$489.19	\$425.97	\$689.11							\$0.00	\$1,937.53
Other														\$0.00	(\$1,217.53)
<b>TOTAL RECEIPTS:</b>	<b>\$533,920.00</b>	<b>\$54,655.53</b>	<b>\$25,000.34</b>	<b>\$48,396.74</b>	<b>\$41,472.39</b>	<b>\$45,695.14</b>	<b>\$41,474.84</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$256,694.98</b>	<b>\$277,225.02</b>

