

Blue Lake Conservancy District

June 3, 2024

Board Minutes

The June 3, 2024, meeting of the Blue Lake Conservancy District (BLCD) Board of Directors was called to order at 7:12 pm by Treasurer Darlene Ramus. Directors present include Darlene Ramus, Vince Simmers, Steve Shrock. Maintenance Superintendent (MS) Rick Hamilton was also present with Legal Counsel Andrew Grossnickle. Absent Lisa Waterman, Randy Dunn and Finance Clerk (FC) Amy Goodwin.

The Meeting minutes of May 6, 2024 were presented for approval. Motion by Simmers, seconded by Shrock, to accept the May meeting minutes. Minutes accepted.

The financial reports were then presented by Treasurer Ramus. The accounts (A/P) Voucher Register was presented with a total of \$63,615.83 with the two largest portions being the Town of Churubusco, \$18,523.22 and the State Board of Accounts \$16980.00. Motion by Simmers and seconded by Shrock to accept the A/P Voucher Register as presented. Motion passed. Directors signed the associated vouchers for approval of payment.

Finance Clerk (FC) Amy Goodwin left a note regarding freeholders Lisa & Steve Crabill/Swygart sold their property at Blue lake and they have a credit of \$1301.22 (June payment was yet to be withdrawn). They have been making lump sum payments for multiple months at a time. Amy would like to refund them the credit amount but wanted approval from the board before doing so. They have been in good standing and if approved would write them a check for \$1193.87. Motion by Simmers, seconded by Shrock. Motion passed to issue the check.

The Monthly Recap report showed an opening balance of \$133,816.61 with \$45,269.17 received during the month along with monthly disbursements at \$63,615.83 leaving a checking account ending balance of \$115,469.95. In order to maximize interest, additional funds are separate from checking account and are invested in a money market account and several Certificates of Deposit (CD's) totaling \$251,665.54. Total current funds (adding the checking account with the invested funds) total \$367,135.49. 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 \$63,615.83 on a budget of \$533,200 with \$319,228.28 remaining. Motion by Shrock, seconded by Simmers to accept the report as presented. Motion passed.

Maintenance Superintendent (MS) Rick Hamilton then presented his monthly report detailing his activity for the month. Keith Sievers is hooked up on the basin side. A little bit of I & I work done. Jim Davis called and said liquid was leaking in around the wires /the wire plugs were installed backwards. Jim dug part of it and Rick dug the rest and pulled loose and redid and got a little bit of I & I work done there. 500 ARV been having some issues – disassembled – screwed a new one in and brought old one back to clean it up and put on shelf to use. Locates are busy this time of year – about one a day. Inventory is good.

UNFINISHED BUSINESS: Arrowhead Development – Nothing to report. Wigent pulled all equipment out – nothing there but a pile of stone,

*SBOA – Check mailed

*SIEVERS matter- Andrew mailing a certified letter this week.

*Listenberger matter – Simmers went to the county and if they have the a separate rental on the same property they have to file an exemption with Whitley county. Goes for Reinecker property too. 3 houses on one property and he is paying more than one bill – but not filed with county to show they have renters. Need to look at it for the district – for us it's a billing issue only. Like the Listenberger issue – if she is renting out a second house – we need to look out to get

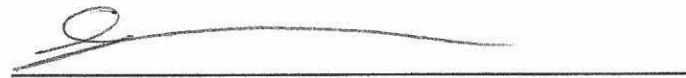
Verbage.


*Master plan Zolman Drive – basin ?

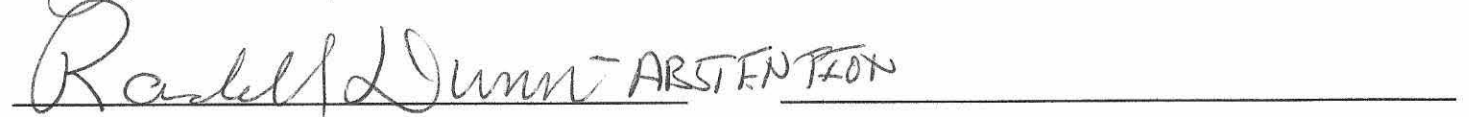
*Baker Tilly discussion of the last couple of months to look for someone else to do the municipal consulting and accounting. We discussed we should review the contracts to see when they expire – are we on a renewal period??
Need to look into.

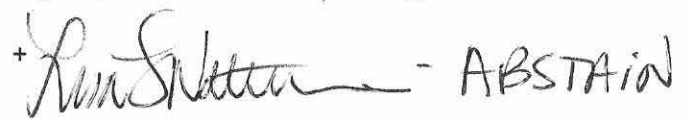
NEW BUSINESS: Andrew brought up that there is a public meeting on Wednesday, June 5 at 6pm

There being no further business, motion to adjourn was made a 8:11 pm by Shrock, seconded by Simmers. Meeting adjourned. Accepted this 1st day of July 2024, by its Board of Directors:





 RASHLEIGH DUNN - ABSTENTION

 + SIMMERS - ABSTAIN

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

For Period Agency June 2024

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
6/1	3236	Indiana Michigan Power		1501.70	3657	electric
6/1	3237	Blue Lake Assoc.		600.00	3658	rent
6/4	3238	Stockert Septic		325.00	3659	Pumping
6/4	3239	Beers Malters		727.50	3660	Legal Fees
6/4	3240	Covalen		4041.86	3661	Valve Assembly
6/4	3241	Amy Goodman		68.00	3662	roll of stamps
6/4	3242	Rick Hamilton		4900.00	3663	payroll
6/4	3243	Rick Hamilton		100.00	3664	storage rent
6/4	3244	Rick Hamilton		450.00	3665	service work
6/4	3245	kml		197.50	3666	life sciences
6/4	3247	Valley Farms		1436.80	3668	Float Trees
6/4	3248	Chiriquito Utilities		16585.04	3669	sewer treatment
6/6	3249	Amy Goodman		1050.00	3670	payroll
6/20	3250	Northeastern REMC		368.75	3671	electric
6/20	3251	NIPSCO		80.60	3672	gas
6/20	3252	Amy Goodman		1050.00	3673	payroll
6/20	3253	Verizon		100.60	3674	cellphone
6/25	3254	Surf Internet		69.28	3675	phone/internet

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.

Amy Goodman
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 \$ 33,652.63

Date this 1st day of July

[Signature]
Rachel Gunn

[Signature]

SIGNATURES OF GOVERNING BOARD

BLUE LAKE CONSERVANCY DISTRICT
MONTHLY RECAP
June 1, 2024

CHECKING ACCOUNT:

Beginning Balance		\$	115,469.95
Incoming: Customer	40,785.73		

TOTAL INCOMING:		\$	<u>40,785.73</u>
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DISBURSEMENTS:

Blue Lake Assoc	600.00
Rick Hamilton	5,450.00
Beers Mallers	727.50
NIPSCO	80.60
Surf Internet	69.28
Verizon	100.60
NEREMC	368.75
Indiana Michigan Power	1,501.70
Churubusco Utilities	16,585.04
Covalen	4,041.86
KML	197.50
Valley Farms	1,436.80
Stockert Septic	325.00
Amy Goodwin	2,168.00

<u>TOTAL DISBURSEMENTS:</u>		\$	<u>(33,652.63)</u>
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BALANCE CHECKING: June 30, 2024		\$	<u>122,603.05</u>
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Money Market Acct.		\$	<u>75,495.56</u>
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CD 1 (Star Financial)	\$	100,576.57
Interest (Calculated monthly)	\$	294.27
CD 2 (Star Financial)	\$	50,288.28
Interest (Calculated monthly)	\$	147.14
CD 3 (Farmers & Merchants)	\$	25,612.97
Interest (Calculated quarterly)	\$	<u>247.70</u>
Total Balance of CD's (June 30, 2024)	\$	<u>177,166.93</u>

Bond Payable Balance	<u>\$</u>	<u>656,228.57</u>
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Customers Billing Received in Advance	<u>\$</u>	<u>37,371.76</u>
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2024 DISBURSEMENTS

2024 Disbursements		2024 Disbursements												TOTAL		BALANCE	
Category	Annual	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	\$68.00							\$475.11	\$3,524.89		
Software	\$1,500.00													\$0.00	\$1,500.00		
Main/Supr	\$58,800.00	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00							\$29,400.00	\$29,400.00		
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	\$2,100.00							\$12,600.00	\$17,400.00		
Rec. Sec'y	\$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	\$600.00							\$3,600.00	\$3,600.00		
Storage	\$1,200.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00							\$600.00	\$600.00		
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	\$727.50							\$2,744.48	\$17,255.52		
I/M-MEREMC	\$20,000.00	\$1,484.33	\$1,744.06	\$1,826.13	\$1,559.49	\$1,855.02	\$1,870.45							\$10,339.48	\$9,660.52		
Gas-NIPSCO	\$1,200.00	\$77.37	\$76.64	\$76.78	\$74.80	\$78.29	\$80.60							\$464.48	\$735.52		
Busco Util	\$185,000.00	\$12,220.40	\$16,171.36	\$19,486.42	\$14,147.86	\$18,523.22	\$16,585.04							\$97,134.30	\$87,865.70		
Telephone	\$3,000.00	\$280.76	\$280.76	\$237.86	\$168.89	\$3,037.14	\$169.88							\$4,175.29	(\$1,175.29)		
Maint Eq/sup	\$35,000.00	\$15.19	\$50.00			\$692.50	\$522.50							\$1,280.19	\$33,719.81		
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	\$450.00							\$1,350.00	\$4,650.00		
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	\$5,478.66							\$23,410.35	\$9,089.65		
Budg/Disb	\$533,200.00	\$28,167.04	\$26,991.22	\$66,876.74	\$27,724.73	\$63,615.83	\$33,652.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$247,028.19	\$286,171.81		
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	(\$1,217.53)		
Other														\$0.00	\$0.00		
TOTAL RECEIPTS:	\$533,920.00	\$54,655.53	\$25,000.34	\$48,396.74	\$41,472.39	\$45,695.14	\$41,474.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$256,694.98	\$277,225.02		

BLCD - GUESTS:

Meeting Date: June 3, 2024

Name:

*no guests
in attendance.*