

Blue Lake Conservancy District
January 2, 2023
Board Minutes

The January 2, 2023, Board of Directors meeting of the Blue Lake Conservancy District (BLCD) was called to order at 7:18 pm by President Lisa Waterman with all board members present including Randy Dunn, Steve Shrock, Vince Simmers, and Darlene Ramus. Support persons including Maintenance Superintendent (MS) Rick Hamilton was also present. Finance Clerk (FC) Amy Goodwin and legal counsel, Andrew Grossnickle, were absent. No freeholders were present.

A motion was called for approval of the December minutes. Director Steve Shrock made a motion to accept the minutes as presented, Seconded by Simmers. Motion passed, Minutes accepted.

Treasurer Darlene Ramus presented the financial reports. The Accounts Payable (A/P) Voucher Register was presented with a total of \$37,623.07. Motion by Dunn, seconded by Shrock to accept the A/P Voucher Register. It was noted a payment of \$3,768.46, in addition to the typical utility payment, was made to the Town of Churubusco. This was an error made from Whitley County in the payment of liens through the collection of property taxes and rightfully belongs to Churubusco. This was done as a courtesy to the County. Also, a new 5 HP pump was purchased from MDI for \$4615.

The Monthly Recap report showed an opening balance of \$177,069.22, with \$64,847.16 in receipts. It was noted by Goodwin (via written memo) that the large increase was due to Magnolia Place making a large payment. With the aforementioned \$37,623.07 in claims, the ending checking account balance was \$204,293.31. Adding the checking account balance with the CD held at F&M Bank of \$103,463.42 – no interest income was noted. The balance of current funds was \$307,756.73 as of 12/31/22. Motion by Dunn, Seconded by Simmers to accept the Monthly Recap report as presented.

A new 2023 Disbursements Report was NOT presented nor discussed given the absence of the Finance Clerk. Discussion regarding the reports ensued with particular notation about the “new” Magnolia Place which has new owners after Cary Ziegler sold the trailer courts. MS Hamilton noted that Kim Faneley is the new owner as Karen Miller, the previous manager, has since left. It was noted it would be beneficial for BLCD representatives to meet and formally discuss the policies and procedures associated with the sewage processing. Waterman to call and schedule meeting with new owners. Discussion continued regarding the correct billing amount to Magnolia as it should include both full Freeholder payments and bond payments for unrented lots. Waterman will follow up with Grossnickle to ensure billing for the trailer courts is in compliance and accordance with the BLCD Rate Ordinance.

Waterman reiterated the need to get new CD's or deposit options given the increase of interest rates and relayed it will take two persons to get any accounts changed. She also asked the board if they wanted to ensure both financial institutions versus just one. Ramus suggested retaining a relationship with both banks and putting funds into CD's and or/money market funds, at both organizations. Waterman mentioned there are other options that are now available that would not have been previously due to the rapidly increasing interest rates. Ramus and Waterman to pursue.

Ramus relayed that the BLCD is owed significant amounts in delinquencies. Unfortunately, Goodwin was unaware of the process of tax lien filing and resolution through property tax bills. Ramus also relayed that a recent review showed multiple Freeholders paying the wrong amount with their monthly payment. Ramus will work with Goodwin to get resolved.

In her absence, Goodwin wrote a memo regarding several items noted here. Goodwin relayed 1099's will be issued to board members and support persons in mid-January.

Waterman then asked for the Maintenance Superintendent's Report. Hamilton relayed normal activity within the BLCD with one new pump installed at 6970 E Harrold Road, SI#06102PBR. In a separate incident, A violation fee was assessed due to cloth being found in a pump. The most notable issue involved the ARV replacement on 500N. Unfortunately, due to the issue, Stockert was called to pump out two different basins. Hamilton is continuing to monitor .

Hamilton reported new construction is now ongoing at 7010 E Harrold Place, the site of the previous residential fire. Locates were low for the month. Hamilton also relayed that blueprints were dropped off at the office for the new Arrowhead development and that he and Henschen would be meeting together to review.

OLD BUSINESS – LIFT STATION UPDATE – Simmers stated he Fly wheel has still not been repaired and that the WIFI connection needs to be made. Simmers and Hamilton are working to get the matter resolved.

MAKLOFKA MATTER –Nothing reported.

TOWN OF CHURUBUSO RATE INCREASE – See above.

BLCD CAPITAL IMPROVEMENTS – Waterman will get the Capital Improvements Plan and bring it to future meetings. In addition, she will send an electronic copy to board members.

Election/Annual Meeting – Grossnickle previously relayed there is no need for an election. The Annual Meeting is set for February 25th at 2 pm. Waterman will work on the agenda.

HAMILTON CONTRACT -- Maintenance Superintendent Rick Hamilton presented a request for renewal of his contract which expired in December 2022. Waterman relayed an executive session would be necessary to review the matter. Session set for January 5th at 6 pm for full discussion.

There being no further business to discuss, the board meeting was adjourned at 9:26 pm on a motion by Simmers, seconded by Ramus. Motion passed.

Respectfully submitted by Lisa Waterman, Acting Board Recording Secretary.

Accepted this 6th day of February 2023 by its Board of Directors,

Steve Shover

Lisa Waterman

[Signature]

Randall Gunn

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
For Period January 2023

General Form No.364 (1997)
MEMORANDUM

Prescribed by State Board of Accounts

DATE FILED	VOUCHER NUMBER	NAMES OF CLAIMANT	OFFICE DEPARTMENT FUND	AMOUNT OF VOUCHER	CHECK WARRANT NUMBER	MEMORANDUM
1/17	2104	Indiana Michigan Power		1326.65	3313	electric
1/27	2105	Blue Lake Association		600.00	3314	rent
1/10	2106	Rick Hamilton		380.00	3315	storage rent + ^{notation} misc. repairs
1/12	2107	Churubusco Utilities		13806.23	3316	sewer treatment
1/17	2108	NIPSCO		338.33	3317	Gas
1/17	2109	Ferguson Waterworks (Fox Contractor)		8385.16	3318	⊗ Air release Valves
1/17	2110	Postmaster		74.00	3319	P.O. Box/yr.
1/17	2111	JPR		2362.93	3320	Consulting
1/17	2112	Beers Mellers		788.75	3321	Legal
1/17	2113	Amy Goodman		1050.00	3322	Payroll
1/19	2114	Media.com		160.54	3323	Phone + Internet
1/19	2115	Venzon		87.86	3324	Cell Phone
1/19	2116	MDI		5685.00	3325	2HP Grinder Pump
1/19	2117	NEREMC		386.99	3326	Electric
1/26	2118	Rick Hamilton		3650.00	3327	Payroll
1/26	2119	Eberle Electric		903.15	3328	Pump #1 troubleshooting
1/26	2120	Evapor		795.00	3329	Generator Contract
1/26	2121	4E05		400.00	3330	Computer Service
1/26	2122	Amy Goodman		1050.00	3331	Payroll
1/26	2123	Amy Goodman		65.68	3332	USPS ^{stamp +} mailing ^{tax info}

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 \$ 42,295.87.

Date this 31st day of January, 2023

[Signature]
[Signature]
[Signature]

[Signature]

SIGNATURES OF GOVERNING BOARD

