

Blue Lake Conservancy District
November 4, 2024
Board Minutes

The November 4, 2024, meeting of the Blue Lake Conservancy District (BLCD) Board of Directors was called to order at 7:12 pm by President Lisa Waterman. Directors present included Darlene Ramus, Vince Simmers, and Steve Shrock. Director Randy Dunn was absent. Maintenance Superintendent (MS) Rick Hamilton and Finance Clerk (FC) Amy Goodwin were also present along with legal Counsel Andrew Grossnickle. There were no Freeholders or other guests at the meeting.

The meeting minutes of October 7, 2024, were reviewed. Motion by Simmers, seconded by Shrock. Minutes approved and accepted. Motion passed.

Treasurer Darlene Ramus presented the financial reports. On the Accounts Payable (A/P) Voucher Register, as prepared by Finance Clerk Amy Goodwin, showed total distributions of \$33,804.51. Most were typical charges although additional pumps were also ordered/delivered. Sewage processing fees, paid to the Town of Churubusco totaled \$12,098.21. Motion by Shrock, Seconded by Simmers to accept the A/P Voucher Register as presented. Motion passed. Directors signed the associated vouchers for approval of payment for next month's payments.

The Monthly Recap report showed an opening checking account balance of \$73,139.17 and \$44,276.50 incoming receipts and monthly disbursements at \$33,804.51, along with transferring an additional \$25,000 to money market to maximize interest earnings, left a balance of \$58,611.16 in the checking account. The money market account now is earning 2.29% with a balance of \$138,993 along with \$179,150.47 in Certificates of Deposit, all earning in excess of 4%, to bring total Current Funds to \$376,754.63. Motion by Simmers, seconded by Shrock to approve the Monthly Recap Report. (Discrepancy noted on the previous month's minutes was resolved within the software when Waterman questioned about it. No issue needs resolved).

The 2024 Disbursements Report was then presented with the annual budget of \$533,200 with \$414,817.86 total Year-to-date (YTD) having been disbursed and \$118,382.14 remaining total in the budget to disburse. Discussion about seeming reduction in receipts. According to Goodwin, receipt of payments is choppy and doesn't appear to be off by much. Board will monitor.

At the previous month's meeting, there were questions about the bond and the ability to pay off/down early. Ramus reported that principal reductions could have begun as early as April 2024 with 30 days notice. Interest is accruing at 3% and requires semi-annual payments of \$20,000 each with interest. A brief discussion ensued in which it was determined that given the BLCD is currently earning interest above 3% on excess balances, principal reductions should not be made at this point. Once interest rates fall, the BLCD should again review the suitability of making principal reductions.

Goodwin reported that this month she would be generating the annual mailing of payment coupons for sewage service. This should be completed by the Month = end.

Maintenance Superintendent (MS) Rick Hamilton then presented his monthly report detailing his activity for the month. In addition to normally recurring activities like stuck floats and adding bugs, Hamilton worked on resolving the issues that were identified with the camera on 500N. Further, it appears there were issues with the ARV's so Hamilton was checking to ensure they are working properly. Motion to accept MS report by Shrock, Seconded by Simmers. Motion Passed. Report accepted.

Hamilton provided Waterman with gallonage reports.

Grossnickle then provided an updated "Summary of Charges" as requested at the previous board meeting. Everyone was to review to determine if changes are necessary.

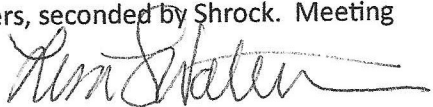
Given Grossnickle's desire to leave private practice to enter into the judicial system, the BLCD will begin working with Jenn Hess of Hess & Hess Law out of Indianapolis. She is acting chief counsel for the Ben Davis Conservancy District. Motion by Simmers, seconded by Shrock to hire Jennifer Hess as our legal counsel effective Devemeber 1, 2024. The Board also accepted the resignation of Grossnickle as our chief counsel effective January 1, 2024, and asked Andrew to please provide copies of ALL documents pertaining to BLCD business currently in his possession to Hess asap. While Ms Hess will take the lead legal position in December, the board asked Andrew to please provide all copies and any direction needed on pending matters.

Unfinished business -- Arrowhead Development – Activity is ongoing. They have tapped into our lines and cleaned out their system process and testing is now done, the sites are set with curbs also in, and Henschen continues to monitor to ensure compliance.


East End Easements – Grossnickle also relayed that there are 228 easements that are around Blue Lake in order to protect the accessibility of BLCD onto private property. Further, he reported that all easements are on property that hold a grinder pump or lift station. Herr (newly appointed legal counsel) will be approached as to other beneficial means of ensuring the BLCD always has access to private property to access our equipment. Dunn previously provided Grossnickle with other options as done by Nipsco to ensure their easements are protected.


NEW BUSINESS – Elections /Annual meeting – There are no open slots for directors so there is no election in 2025. The annual meeting will be held on February 22,2025.


Simmers brought up the Baker-Tilly Municipal Consultants contract and asked that the BLCD consider replacement with Steve Brock of Therber Brock & Associates, Municipal Consultants. Motion by Simmers, seconded by Shrock, effective immediately unless there was any termination penalty or monetary issue. Waterman to call Jeff Rowe at Baker Tilly, and relay and ask about termination fees.

There being no further business, motion to adjourn was made at 8:29 pm by Simmers, seconded by Shrock. Meeting adjourned. Respectfully submitted by Lisa Waterman, Recording Secretary, and 

Accepted this 2nd day of December 2024, by its Board of Directors:







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 November 2024

Prescribed by State Board of Accounts

General Form No.364 (1997)
MEMORANDUM

DATE FILED	VOUCHER NUMBER	NAMES OF CLAIMANT	OFFICE DEPARTMENT FUND	AMOUNT OF VOUCHER	CHECK WARRANT NUMBER	MEMORANDUM
11/1	3343	Indiana Michigan Power		1499.23	3764	Electric
11/4	3344	Rick Hamilton		850.00	3765	extra Labor
11/4	3345	A E Boyce company		1655.00	3766	Billing Software
11/4	3346	Evapor		308.31	3767	Battery + service
11/4	3347	KM		197.50	3768	life sciences
11/4	3348	Interstate Excavating		3460.00	3769	Excavation, Labor
11/4	3349	Doc's Hardware		46.12	3770	marking paint/misc
11/4	3350	Beers Motters		105.00	3771	legal services
11/4	3351	Rick Hamilton		4900.00	3772	payroll
11/4	3352	Rick Hamilton		100.00	3773	storage rent
11/4	3353	Blue Lake Association		600.00	3774	rent
11/4	3354	Amy Goodman		1207.50	3775	payroll
11/7	3355	NIPSCO		83.02	3776	Gas
11/7	3356	Chunbusco Utilities		9,711.21	3777	sewer treatment
11/19	3357	Verizon Wireless		100.42	3778	cell phone
11/19	3358	Amy Goodman		1207.50	3779	payroll
11/21	3359	Surf Internet		69.52	3780	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 \$ 26,100.33

Date this 2nd day of December

Daniel Rannus
Steve Shum

Jim Steen
Rachel M. Deum

SIGNATURES OF GOVERNING BOARD

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

CHECKING ACCOUNT:		
Beginning Balance		\$ 58,611.16
Incoming: Customer	29,235.09	
TOTAL INCOMING:		<u>\$ 29,235.09</u>
 DISBURSEMENTS:		
Blue Lake Assoc	600.00	
Rick Hamilton	5,850.00	
Beers Mallers	105.00	
NIPSCO	83.02	
Surf Internet	69.52	
Verizon	100.42	
Indiana Michigan Power	1,499.23	
kml	197.50	
A.E. Boyce Company	1,655.00	
Interstate Excavating	3,460.00	
Evapar	308.31	
Doc's Hardware	46.12	
Churubusco Utilities	9,711.21	
Amy Goodwin	2,415.00	
TOTAL DISBURSEMENTS:		<u>\$ (26,100.33)</u>
 BALANCE CHECKING: November 30, 2024		
		<u>\$ 61,745.92</u>
 Money Market Acct.		
		<u>\$ 139,186.24</u>
 CD 1 (Star Financial)		
		\$ 102,037.38
Interest (Calculated monthly)		
		\$ 298.55
CD 2 (Star Financial)		
		\$ 51,018.69
Interest (Calculated monthly)		
		\$ 149.27
CD 3 (Farmers & Merchants)		
		\$ 26,121.40
Interest (Calculated quarterly)		
		\$ 179,625.29
Total Balance of CD's (November 30, 2024)		<u>\$ 179,625.29</u>
 Total Current Funds		 <u>\$ 380,557.45</u>
 Bond Payable Balance	 <u>\$ 594,960.73</u>	
 Customers Billing Received in Advance	 <u>\$ 20,123.88</u>	

2024 DISBURSEMENTS

2024 Disbursements Category	Annual	January	February	March	April	May	June	July	August	Sept.	October	November	December	TOTAL	BALANCE
	Proj Budget														
Office Exp	\$4,000.00	\$82.00	\$100.90	\$26.74		\$197.47	\$68.00		\$38.40	\$73.00	\$387.90	\$1,655.00		\$2,629.41	\$1,370.59
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	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00	\$4,900.00	\$53,900.00	\$4,900.00
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	\$2,100.00	\$7,415.00	\$2,415.00	\$2,415.00	\$2,415.00	\$2,415.00	\$29,360.00	\$640.00
Rec. Secy	\$1,300.00				\$300.00						\$300.00			\$900.00	\$400.00
Board	\$9,750.00				\$2,400.00			\$1,800.00			\$2,100.00			\$6,300.00	\$3,450.00
Rent	\$7,200.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$6,600.00	\$600.00
Storage	\$1,200.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$1,100.00	\$100.00
Insurance	\$7,500.00			\$6,809.00										\$6,809.00	\$691.00
Bond Pmt	\$61,750.00			\$29,214.41						\$28,919.41				\$59,133.82	\$3,616.18
Legal	\$20,000.00		\$637.50	\$395.79	\$973.69	\$60.00	\$727.50	\$772.50	\$563.69	\$60.00	\$675.00	\$405.00		\$4,920.67	\$15,079.33
/M-NEREMC	\$20,000.00	\$1,484.33	\$1,744.06	\$1,826.13	\$1,559.49	\$1,855.02	\$1,870.45	\$1,566.94	\$1,648.12	\$1,701.92	\$1,648.50	\$1,499.23		\$18,404.19	\$1,595.81
Gas-NIPSCO	\$1,200.00	\$77.37	\$76.64	\$76.78	\$74.80	\$78.29	\$80.60	\$82.15	\$77.54	\$82.20	\$85.48	\$83.02		\$874.87	\$325.13
Busco Util	\$185,000.00	\$12,220.40	\$16,171.36	\$19,486.42	\$14,147.86	\$18,523.22	\$16,585.04	\$12,527.68	\$15,472.07	\$12,002.79	\$12,098.21	\$9,711.21		\$158,946.26	\$26,053.74
Telephone	\$3,000.00	\$280.76	\$280.76	\$237.86	\$168.89	\$3,037.14	\$169.88	\$169.73	\$169.78	\$169.81	\$169.93	\$169.94		\$5,024.48	\$2,024.48
Maint Eq/sup	\$35,000.00	\$15.19	\$50.00			\$692.50	\$522.50	\$365.90	\$551.35	\$3,562.29	\$6,924.49	\$551.93		\$13,236.15	\$21,763.85
Maint Lift Station	\$15,000.00	\$864.99		\$963.61										\$1,828.60	\$13,171.40
Refund Overpaym	\$0.00									\$936.52				\$936.52	(\$936.52)
Maint Misc	\$6,000.00				\$450.00	\$450.00	\$450.00	\$300.00			\$1,400.00			\$3,050.00	\$2,950.00
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													\$7,750.00	\$2,250.00
Capital Improve	\$32,500.00	\$5,442.00				\$12,489.69	\$5,478.66	\$11,164.00						\$34,574.35	(\$2,074.35)
Budg/Disb	\$533,200.00	\$28,167.04	\$26,991.22	\$66,876.74	\$27,724.73	\$63,615.83	\$33,652.63	\$36,748.90	\$31,785.95	\$58,712.94	\$33,804.51	\$26,100.33		\$434,180.82	\$99,019.18
Waste & late fees	\$533,200.00	\$54,655.53	\$25,000.34	\$48,063.48	\$40,983.20	\$45,269.17	\$40,785.73	\$44,606.07	\$33,070.46	\$38,107.38	\$44,276.50	\$29,235.09		\$444,052.95	\$89,147.05
Interest Income	\$720.00	\$0.00	\$0.00	\$333.26	\$489.19	\$425.97	\$689.11	\$428.43	\$443.96	\$705.99	\$432.16	\$447.82	\$0.00	\$4,395.89	(\$3,675.89)
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	\$45,034.50	\$33,514.42	\$38,813.37	\$44,708.66	\$29,682.91		\$448,448.84	\$85,471.16

BLCD - GUESTS:

Meeting Date: December 2, 2024

Name:

*no guests
in attendance.*