

**EAST SHORE CONSERVANCY DISTRICT
REGULAR MEETING SEPTEMBER 1, 2023**

11:00 a.m. at the Culver Union Township Library

CALL TO ORDER: ESCD Chairman Fritz Steck announced that the meeting was being conducted in accordance with Indiana's Open-Door law and that the agenda had been posted and that a quorum was present.

OPEN REGULAR MEETING: Fritz opened the meeting at 11:05 a.m. Present in the room were Jim Bremner, Vice Chairman, Brian Welch, Board Secretary, Peter Cleveland, and Ginny Munroe (acting secretary). Attending via zoom was Brad Wilson and Kathy Clark of Lakeside Consulting, LLC.

REPORTS:

Minutes were presented from the regular meeting held on June 23, 2023 at the Lake Maxinkuckee Country Club. The minutes were reviewed and a motion was made by Fritz and seconded by Jim. The motion was approved unanimously.

Financial Reports were given by Steve Carter. Steve first said that the meeting at the County went well when he presented the budget at the County Council meeting. He said after this year, the ESCD will no longer be under the County's purview.

Steve noted that the EBA ending balance was \$129,918.18. The Bond Interest was \$136,831.41. He explained that the revenues were a little ahead of the budgeted amount. He also reviewed the January payment.

Brian made a motion to approve the financial report and that motion was seconded by Pete. Motion passed unanimously.

Claims Register: Ginny presented the claims register for the period of 6/16/23 to 8/26/23 for the Board's approval. The amount was \$40,969.99. Brian motioned to approve the claims register and Pete seconded. Motion passed unanimously.

Administrative Report: Ginny presented her first report. First, she said that she and Brad discussed the digital filing process and how to organize the files. Brad explained that at the previous Board meeting, the Board approved an expenditure to use Synch as a platform for digitizing files. Ginny and Brad will begin to work on this.

Ginny then discussed EBA payments and how she and Kathy would like to make the process more efficient by having customers make their payments directly to Bank of New York, mailing them to our P.O. Box, so that we can still track who has made their payment. Ginny said that she and Kathy would let the Board know if BONY could accept disbursements of the EBA directly from the County. If the County could directly pay BONY and customers could as well, we could avoid using an ESCROW fund. She also noted, with Steve Carter acknowledging also, that a payment would be due later this fall.

Jim motioned to approve having Ginny make the EBA transfer payment when the next payment was to be made. Brian seconded the motion. The motion passed unanimously.

Finally, Ginny explained that Fritz and Brian are both up for re-election in February of 2024. This means that we would need to advertise for Board Directors for Area 3 and Area 4, respectively. We need to submit one advertisement to the Pilot between October 24 and November 1. Fritz and Brian would need to submit five names (petitions) to me before December 1, 2023. Anyone who might want to challenge them would also have to submit 5 petitions.

NEW BUSINESS:

2024 Draft Budget: Steve Carter presented a draft budget and explained that the debt service has been lowered by \$70,000 with a \$25,000 transfer to the improvement fund. He said the 2024 budget requested \$291,380 with the tax levy staying the same. Pete noted that the SRF interest rate was fixed at 2%. Jim explained that there had been discussion about dropping the SBA, but because we don't have built up reserves for an emergency, the advice was not to drop the SBA. Brian motioned to approve the presented budget be published for the public hearing. Pete seconded the motion. The motion passed unanimously.

Second Amendment to Rates and Charges Resolution: Board members discussed the following change to **RESOLUTION NO. 2023-0901-1:**

FROM (c) All Rates and Charges not paid when due are deemed delinquent. Delinquency occurs when the amount due remains **unpaid for 25 days from the date the bill is mailed to the customer.** A penalty of ten percent (10%) of the amount due will be assessed at the time of the delinquency. Pursuant to Indiana Code 36-9-23-33 certain charges will be added to the delinquency at the time any lien is filed to collect the delinquency.

TO (c) All Rates and Charges not paid when due are deemed delinquent. Delinquency occurs when the amount due remains unpaid **after the due date on your bill.** A penalty of ten percent (10%) of the amount due will be assessed at the time of the delinquency. Pursuant to Indiana Code 36-9-23-33 certain charges will be added to the delinquency at the time any lien is filed to collect the delinquency.

Jim motioned to approve the change, and Fritz seconded the motion. The motion passed unanimously.

Town's Utilities: Ginny gave the Board some background information about the Town's utilities based on her knowledge as the past Town Manager and Council members of 16 years. She explained that the Town had not raised rates for sewer and water utilities in about 7 or 8 years. Prior to that, it had been 11 years before the Town raised rates. She said that although the Town had healthy account balances for both utilities, there were a number of projects needed (primarily with pumps and upgrading some plant equipment). In addition, the Town had conducted a rate study in 2022. Though the Town did not act on that rate study, she thought they might raise rates in the coming year based on the number of projects coming and the fact that rates hadn't been increased in several years. Ginny also provided information about the status of each plant and the capacity each had, explaining that the Town could handle a development much larger than the Dunes project discussed for the south end of Town based on the Town's engineering report.

OLD BUSINESS: Fritz gave a brief update on the installation of those not yet using the sewage system. Everyone on the lakeside are hooked on to the sewer system. Bozic and Neubauer are now under construction. Bickle is not hooked up yet, but as reported by Brian and Ginny who looked at the property, there are no bathrooms in the property, so Mr. Bickel will not need to hook on until he puts in a bathroom. Fritz says that the Schroeders are in touch with Thomas.

Fritz also reported that service issues are going as expected.

A brief discussion of the Bioxide tank service agreement was discussed and Fritz asked Ginny to reach out to Astbury and ask them for a quote to do annual maintenance. Kathy thought the contract with Evoqua had annual maintenance in it and she would check and let Ginny know.

OTHER BUSINESS NOT ON THE AGENDA: Mr. Litt Clark asked if the East Shore District had helped with the cost for people on 18B road. Pete and Fritz explained that there was aid that came directly from the East Shore Corp, using up the last of their funds as per ESC by-laws.

Julie Holowell asked if there was a reason the SBA wasn't phased out. Jim explained that the district does not have capital reserves for an emergency and with the goal of creating some capital reserves, they wanted to leave it at \$40,000.

Brian made the motion to adjourn the meeting. Jim seconded the motion. The motion passed unanimously.

The meeting adjourned at approximately 12:35.

Brian Welch, Board Secretary
Ginny Munroe, acting secretary to the ESCD Board

09-01-2023

In attendance: Litt Clark, Peter Lacy, Kevin Kelley, and Katie Lewellan. Via zoom: Julie Hollowell.