

**EAST SHORE CONSERVANCY DISTRICT
REGULAR MEETING October 6, 2023**

1 p.m. at the Culver Union Public 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 1:00 p.m. Present in the room were Fritz Steck, Chairman, Brian Welch, Board Secretary, and Peter Cleveland. Attending via zoom was Jim Bremner, Vice Chairman, Brad Wilson. Also present was Kathy Clark of Lakeside Consulting LLC and Ginny Munroe.

New Business:

- A. Resolution No. 2023-0901-1:** Brian explained that a public hearing was advertised and held for the resolution. No one showed up for the hearing. He explained that the resolution makes a bill delinquent on the date after the due date. The resolution amends the rules and regulations to indicate that the delinquent date is the date after the due date. Brian motioned to approve the resolution. Jim seconded the motion. Motion approved unanimously.
- B. 2024 BUDGET (Ordinance 2023-1006-1)** – Steve Carter presented the 2024 budget as advertised. He said there were no changes from when it was advertised. The total budget is \$291,380. He explained that the levy is \$40,000 that will yield a rate of \$2.40 per \$100 assessed value. Jim asked if that was levy for both halves. Steve said that yes, it would be \$20,000 per half. Brian asked about the forms. Steve explained each form and said that Form 3 is the notice that is filed. Steve also explained that the adopted column is the same as the advertised amount. Jim explained that it was \$80,000 in 2022, but would remain at \$40,000 for 2024 to keep reserves. He explained that the \$40,000 will help build capital for emergency purposes as discussed at prior meetings. Brian motioned to adopt the budget as advertised (ordinance 2023-1006-1). Fritz seconded. Motion approved unanimously.

OLD BUSINESS:

- A. Lien Document Review** - Brian explained that for delinquent accounts, we now have documents to process those. He said that we don't need a motion to approve because the resolution was approved, but he wanted everyone to know we could start the delinquency process now. Ginny will work with Karen to determine who is at 90 days or longer to follow this program. Brian explained that letters would go out. Ginny said she recommended sending those both certified and regular mail to hold up in a court situation. Pete asked how many are typically delinquent. Kathy said she thought only two were currently delinquent and she'd run a check on this again. Jim said Kathy has kept up on this. Ginny said the town would have about 15 and the Deputy Clerk would aggressively try to collect, and it would get down to 7 or 8. Kathy said once they get a notice, they will likely settle up quickly.
- B. Updates on Installations** – Fritz said that installations were continuing and in about the same position as the previous month. He said 7 members still need installations. He said he

talked to Jason about schedule. He went over each outstanding installation and where each was at in terms of decisions to be made and schedule.

Wet Well Wizard Discussion: Fritz also said that they are having issues at the lift station with it collecting a cake-like layer of oils, fats, and grease that interferes with the floats. He explained that Jason is working on the Wet Well Wizard that keeps ice from forming and that caking up effect. He said it also prevents sulfuric acid from building up, which is what the Bioxide neutralizes, a costly issue. Well Wizard should eliminate this and cut costs because of handling the Bioxide job. Fritz suggests we get it installed sooner versus later. He said it will be a trial-and-error solution. Kathy said on the paperwork that cost was for equipment and not installation. Fritz said Thomas will install it, but not for free. Fritz said cost is without freight. The cost will be \$9700 + freight + installation. Kathy suggested letting Bob Porter know. Fritz agreed. Steve said that Pretty Lake requires Bioxide in their agreement. Kathy said it is in ours, too. Brian said that if we get to a point it could work without Bioxide, they could bring Bob Porter in. Fritz said that yes, and regardless, the wells needed to be treated to prevent the cake-lake buildup. Kathy wondered if that is why the hose clogs.

REPORTS:

Minutes were presented from the regular meetings held September 1, 2023 at the Culver Library. The minutes were reviewed and a motion was made by Pete and seconded by Fritz. Motion approved unanimously.

Financial Reports were presented by Steve Carter who covered disbursements, ending balances, operations and maintenance, bond and interest, bank accounts, the sinking fund, and so on. Steve explained that there was a large refund. Ginny explained that it was a member who had accidentally overpaid.

Steve covered each account's balance. Jim said the well improvements could come out of BONY's Improvement fund. Jim said it would be a matter of making Derek aware of the amount and we could then communicate with BONY about paying out the equipment from that Improvement account. Kathy explained that escrow has EBA deposits. Kathy said she was trying to direct all county EBA funds to the sinking fund if the SRF officer approved. She would hear from him later in the week.

Brian asked if this was the money that has to be moved from escrow to BONY in 30 days. Kathy explained that it would be ideal for the County to send it directly so Ginny doesn't have to touch it. Jim explained that it would be ideal if the funds could go direct to BONY, but that they would have to say yes, but he also wasn't sure we could rely on the County to get an accurate list. Kathy said we do get a listing of who has paid and not paid, so the money we are concerned about is the prepayment folks who prepay to us. Jim said this could be confusing. Kathy agreed and said we could just have prepayment checks go to Ginny, so we know.

Brian asked if we are close to time to sending out prepay letter. Kathy said it goes out next week. We were holding off to hear from SRF officer, but it will go out next week.

Pete asked if for the budget Steve could do a comparison of previous years, and Steve said yes, that would be possible.

Brian made a motion to approve and Pete seconded that motion. Motion passed unanimously.

Claims Register: Ginny presented the claims register for the period of **8/27/23 – 10/2/23** for the Board's approval. The amount was \$22,264.08. A motion was made to approve the claims register by Fritz and seconded by Brian. Motion passed unanimously.

Administration Report: Ginny said that the bulk of the report was already covered in the meeting, noting that she had received no petitions for the election, but she kept on report to follow instructions. She said she and Brad would get started on digitizing. Ginny asked if we could do a Zoom meeting in December to wrap up claims and give time to Steve to do his December financial report. Brian explained that Ginny covered the process and terms for Fritz and Brian's election. Brian and Fritz explained they got theirs in. Ginny explained she would send a reminder to the Pilot that she had submitted the advertisement. Brian motioned to accept the report. Pete seconded. Motion passed unanimously.

OTHER BUSINESS NOT ON THE AGENDA: Pete asked about a personal bill and how it lists a negative amount and that it was a draft bill. Kathy said that a draft bill means you are on ACH and that the negative amount is a credit. Kathy started to look it up and said she would find out with Karen what is happening with his account.

Public Comments: No public comments.

Brian made a motion to adjourn. Pete seconded. Motion passed unanimously.

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

12/26/2023