

**EAST SHORE CONSERVANCY DISTRICT  
ANNUAL MEETING MINUTES 2/21/2025  
CULVER PUBLIC LIBRARY**

**Present:** Chairman Fritz Steck was present in the room. Brian Welch, Jim Bremner, Pete Cleveland, and Bradley Wilson were in attendance online via Zoom. Steve Carter (Krohn & Associates) and Ginny Munroe were also present.

**CALL TO ORDER:** The meeting began at approximately 10:30 a.m. and recognized the posting of the Agenda in accordance with the Indiana Open Door Law.

**ELECTION OF AREAS:**

Fritz explained that the search for an area 5 representative was conducted according to the Indiana Code in the fall of 2024. The Board member up for election (Jim Bremer) filed petitions with Mrs. Munroe. Jim, as a Freeholders for District Area 5 submitted qualifying petitions before the December 1, 2024 deadline. No other candidates filed petitions. For that reason, no election is necessary, and Mr. Bremner will be the representative for the next term.

**ANNUAL REPORT**

Fritz covered the following points:

- Entered into new service contract for Bioxide and for the Cummins generator.
- The District had to replace a pump at the lift station, which cost over \$11,000. The old pump was repaired for about \$3500, which will provide a backup.
- The wet well wizard is performing well as expected. It is doing the job of preventing caking.
- The District held a Public hearing in September of 2024 to discuss the disposal field. Members and neighboring property owners attended. The general consensus was to preserve the land or do nothing with it.
- Repairs to the system were made throughout the year, including valves, pumps, and other repairs. Fritz forwarded the service record from Thomas, which showed a total replacement of 6 pumps. There was only one minor leak in the system that was an easier fix/cleanup job. Fritz asked Thomas to not just leave the job, but to also reseed where they excavate.
- Fritz explained that Ginny sent a usage report. He pointed out that July was a heavy month, even compared to 2023. Ginny explained that some of the bills from June-July were 6 weeks instead of just the usual 4 weeks because the town was changing software at that time.

- Fritz explained that Ginny also forwarded a report on the USIC expenses. Fritz said it is a substantial expense for the District. Jim Bremner suggested that one way to push that is to maybe charge the owners back with the locator fees. He wonders if most of these locator requests are customer requests. Ginny explained that they just send you a list of addresses they locate at. They don't include enough detail to know who requested this. Fritz said he believes that requestors will have to start the work within a set amount of time. Brian suggested doing more checking on this with the IURC. He also thought he might check with Ken Cochran. Steve Carter mentioned that all of the Districts are dealing with this issue and that the legislative side of it ramped up a few years ago. Pete said that in our situation, it might be safe to bill it back to the owners who might not fight it. Brian said that we might need to change our rules of operation and adopt a rule on a future agenda. Fritz suggested Brian investigate this further with Mr. Cochran.

**Financial Report for the Year:** Steve Carter covered the financial report with the report being shared with the Board on the screen. Steve said it had been uploaded by Jim Bremner to Gateway. Steve covered operating costs for the year, total receipts, interest income, EBA fees, transfers, the bond amounts paid, and total balances.

Jim Bremner said that we get about \$210,000 (Receipts) and pay out about \$220,000 (expenses), so at some point in time, we need to raise the unmetered receipts to the extent that we cover the operating expenses. He did acknowledge some of that is equipment, but that operating disbursements include a lot of repairs and maintenance. We need to address that at some point. Brad Wilson asked if that would be next year, and Jim said, "Yes, we need to talk about it this year." He said that as everyone got on the system, we had to spend money to get them on the system, but now in 2025, we will have a better financial analysis of where we are on a stable basis, so that before approving the budget before October 2025, we have to decide what amount we want the SBA to be. We can raise our fees up a little through the SBA amount. Brian asked if possible sources are the SBA and monthly user fee and there aren't really other sources of revenue. It is possible the locator fees could be charged back to the owners as another source of revenue.

Steve Carter wanted to point out on the AFR's second page that there is only about \$52,000 in the operating fund. Steve pointed out that the bond was paid out, so just about \$52,000 is in reserve for operating expenses. Steve said he would need to correct the bond payment outstanding debt. Total debt is about 1.190 million.

Jim said that we run on a zero cash flow basis, so this balance is not unusual, but we would like to have some reserve in the event of an emergency event. He and Steve will take a look at what it will take to be stabilized.

**Motion to Adjourn:** Brian Welch moved to adjourn. Jim seconded. The motion passed 5 to 0.