

**EAST SHORE CONSERVANCY DISTRICT
REGULAR MEETING MINUTES 10/17/2025
CULVER PUBLIC LIBRARY**

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

CALL TO ORDER: The meeting began at approximately 10:36 a.m.

Minutes

Regular Board Meeting of August 29, 2025, and the Public Hearing from 9/19/2025: Pete suggested that on page 2 of the regular meeting minutes amending the quoted term hallway, which he thought might not be what Mr. Schroeder (who is quoted) didn't mean. Ginny explained that she thought it was a typo and should be the term improvement. On the same page, Mr. Schroeder's name was misspelled. Brian Motioned to approve the minutes with amendments to these two items. Fritz Steck seconded the motion. The motion passed 4 to 0.

Note regarding minutes: Mr. Bremner arrived late at the meeting but approved of the motion for the approval of minutes; hence, his vote is included in the minutes as recorded at the meeting.

Claims

Ginny presented the claims. Brian motioned to approve the claims. Fritz seconded the motion. The motion passed 4 to 0.

Administrative Report

Ginny presented the Administrative Report, covering the following topics:

- **EBA Early Payoff:** Ginny let the Board know she had prepared the letter to send regarding early EBA payoffs.
- **Budget Adoption:** Ginny let the Board know that Steve advertised the budget on Gateway and that the Public Hearing notice was published to the membership as well as on the web site and at the library. Fritz and Ginny conducted the public hearing. No one showed up within the first 45 minutes, so the District did not receive input or comments.
- **Outdoor Stickers for Alarms:** Ginny will order stickers for the alarms before the summer season, so that Thomas can replace stickers when answering service calls.
- **Lake Maxinkuckee Association Contribution:** Ginny let the Board know that she drafted an agreement for the \$1,000 contribution to Lake Max Association. Pete asked that the

Board members' names be included in the ad for the publication. Ginny will create an ad before the summer deadline and let the Board have input on what it looks like.

- **Astbury Proposal:** Ginny noted that they would cover the Astbury proposal later in the meeting.
- **Realtor/Coffee Gathering:** Ginny explained she would be reaching out to local realtors and companies in Plymouth to explain what happens when homes change ownership, so that they could better manage getting bills transferred.

Financial Report

Steve Carter presented the Financial Report for August and provided balances for each of the accounts. He said the District was on track from a budget and revenue standpoint with expected balances and expenses. Brian asked the question about whether the Improvement Account would be easy to access. Steve explained process but also that he didn't think it would be necessary to access the funds if they continued to stay on budget. Brian motioned to approve the Financial Report. Fritz seconded. The motion passed 4 to 0.

Disposal Field Update

Pete Cleveland gave a summary report to the Board. He said that he had spoken to Adam Thada from the Lake Maxinkuckee Environmental Foundation on October 3rd. He said that Adam is working on a conservation easement that the ESCD could then use as an exhibit in a new notice about the sale of the land. He said the Board would also clarify the terms of what the Board was willing to accept in terms of any construction on the land. Brian wondered if a new survey would be needed. Pete said that a potential buyer could make an offer based on the survey. Fritz said he knew there had been interest from potential bidders in putting up a single-family home or maybe 2. Pete said that if the districted wanted to allow that, they could define the area of the property where they would allow it. Fritz said they could meet in an Executive session to determine the terms of the next notice. Timing wise, Pete said they could work on this in the spring for another summer notice.

Chris Kline explained that LMEF had an upcoming meeting and would work on a conservation easement. The question of whether the District had enough hookups available to allow homes to be built. Fritz said the District had several still available, likely 11 or 12.

Astbury

Tom Ganz from Astbury described their service to the board members and how monthly fees would work versus what they had been paying. He also reviewed what the terms of their contract would be. Brian asked if they could do a 3 or 5-year contract. Tom said he would check with Greg Arthur, their District Manager, and draft a contract the District could review. The

Board discussed how to map the District and how to get shape files to Astbury. After discussion with Tom, Brian Welch motioned to enter into a contract with Astbury. Fritz requested the motion be for a 5-year contract. Ginny suggested that the motion authorize Fritz to review the contract that Astbury would follow up with so that they did not have to wait to sign the contract until the next meeting. All agreed with the changes. Brian motioned to move forward with hiring Astbury creating a 5-year contract that Fritz would review for the Board. Jim seconded. The motion passed 4 to 0.

Ginny said she would notify USIC by certified mail, regular mail, and email.

Budget

Ginny explained that the Budget they reviewed in August and published for a Public Hearing in September received no public input. The Board discussed the budget and the issue of check valves that need to be replaced. The Board also discussed raising the SBA from 1 cent to 3 cents in order to raise operational revenue for 2026. The Board members agreed this was the amount they wanted Steve to publish in the Budget. With this change, Jim motioned to adopt the budget. Brian seconded the motion. The motion passed 4 to 0.

Adjournment: Brian motioned to adjourn the meeting. Fritz seconded the motion. The motion passed 4 to 0.