Blue Lake Conservancy District

January 4, 2021

Board Meeting

The January 4, 2021, Board meeting of the Blue Lake Conservancy District was called to order at 7:08 pm. Due to Covid 19 issues, the meeting was held in the large meeting hall of the Blue Lake Association building. Board members Don Greve and Vince Simmers were absent, while all other board members were present including President Lisa Waterman, Treasurer Darlene Ramus, and Director Steve Shrock. Also present included Counsel Andrew Grossnickle, Finance Clerk (FC) Randy Grawcock, and Maintenance Supervisor (MS) Rick Hamilton. There were no guests.

The meeting opened with a call for approval of minutes for the November 2, 2020, board meeting. Motion by Shrock to accept the minutes as written, seconded by Ramus. Motion passed.

**The Treasurer’s report** was presented by Treasurer Ramus. The Accounts Payable Voucher Register was presented first showing $14,716.65 in disbursements. Notables including $434.73 to Gasvoda & Associates, which was to purchase 6 inlet valves to remedy I & I. The Monthly Recap Report was presented next with an opening Checking account balance of $169,750.03 with $28,066.37 of incoming receipts. $14,716.65 was disbursed during the period, leaving an ending checking account balance of $183,179.42. Adding the CD balance (held at Farmers & Merchants Bank) of $102,410.34, brings the Current Funds total to $285,589.76. Motion by Shrock to accept the report. Seconded by Waterman. Motion passed.

The **2020 Disbursements Report** was presented next and showed budgeted amounts to the expended amount per line item. Month to date expenditures total $14,716.65, month to date receipts total $28,066.37 while YTD expenditures are $390,771.56 and YTD receipts are $388,503.89. Motion by Shrock to accept the report, Seconded by Waterman, Motion passed.

The **BLCD Profit & Loss Report** was then presented detailing the postings to the General Ledger accounts and showing $13,480.24 income the month. Motion by Shrock, seconded by Waterman to accept the report. Motion passed.

FC Grawcock mentioned he had just received the invoice for the backup motor on the big lift station. MS Hamilton noted both existing pumps will remain in the pit until they break given the synchronization of their processes. The new pump will then be programed to operate like the replaced pump when needed.

The **Wastewater Adjustment Report** was the last of the Finance reports presented. As FC Grawcock explained, Chris Macy, who purchased a derelict property at Sheriff’s Sale, paid the due balance for previously rendered sewage service. This adjustment was to waive the associated late fees ($39.34) that had accrued to the previous owner. Motion by Ramus to accept the Wasterwater Adjustment report. Seconded by Shrock. Motion passed.

**Ms Hamilton then offered his monthly report**. Hamilton relayed that this was the least eventful month he has experienced since taking on the job of Maintenance Supervisor (MS). He detailed having met up with Freeholder Cary Zeigler of CRZ Properties along with representatives from the Crane Pump Company XXXX to review the capacity and wiring for the Cozy Charm trailer park. The BLCD has asked Zeigler to pay for certain pumps damaged due to misuse and per Hamilton, Zeigler wants to ensure everything is appropriately set up within the system. It is, as confirmed by the Crane Pump representative who relayed that no pump could process trash and asked Zeigler to inform his tenants.

Conversation ensued regarding a possible upgrade suggested by the rep, to be paid for by Zeigler, in possible satisfaction of the lien the BLCD has filed. In short, the BLCD wants the system to operate effectively and efficiently, with a stop to regularly breaking pumps. Zeigler and his legal counsel are working with Grossnickle to resolve all issues.

There were just 7 locates for the month, detailing a slow month for the utility companies as well. Motion to accept the MS report by Shrock, seconded by Ramus. Motion passed.

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**UNFINISHED BUSINESS**

**I & I Update** – This is an ongoing project and completed as time and other professionals may be available. MS Hamilton reports that IronClad is extremely busy and it is hoped that some of the upgrades to electrical and hi-powered pumps can be initiated. MS Hamilton expressed concern that the infrastructure might not be able to handle the pressure. Waterman relayed that Steve Henschen, Engineer with JPR, has consistently relayed that this should not be a problem. *Waterman will call Henschen* and again confirm this is the case so work on Harrold Place can begin to assist with I & I issues.

Waterman also discussed the need for a Capital Plan for the BLCD given our Capital Improvements Fund and the aging infrastructure. *She agreed to also discuss with Henschen.*

**Campground Review** – Waterman relayed that she, Treasurer Ramus, and FC Grawcock had met to review the Blue Lake Campground account. She reported the campground had been overcharged and that the figures reflected the past two years. Grossnickle relayed that, it was his opinion, the balance due would go back farther in time. FC Grawcock has all calculations and *was to forward them to Grossnickle so a determination could be made of the applicable time period and ultimate refund due to the Campground.*

Waterman then reported that she, Treasurer Ramus, and FC Grawcock has also met and reviewed the account of the Davis Campground, along with the minutes and documentation from various meetings held on their behalf since 2012. She happily relayed that the account was paid up to date and in full according to the calculations made by Ramus and Grawcock, leading into the changeover the Davis Campground made to the flowmeter which occurred in April 2020. For an unknown reason, David Campground has been paying substantially more than what is due or billed, accumulating a surplus credit balance. It was determined this amount should be returned to the Campground. FC Grawcock pointed out that Davis has not cashed the previous check sent refunding the campground for the charge associated with Davis Wynn residence prior to the flowmeter installation.

Waterman relayed that Davis Wynn has sent several emails that require answers. *Grossnickle was asked to write a letter detailing the various issues outlined in the Wynn emails and detail the determination of the BLCD.* Waterman also relayed that one of the emails contend that previous requests to install a flowmeter were supposedly rebuffed by the BLCD. In the minutes of previous meetings, specifically those in 2016, it is detailed that the “Davis’ do not have the funds for a flowmeter” which detail the reason the flowmeter was not installed earlier.

**Life Station Updates** – Generator and Pump – FC Grawcock relayed request for payment has been made for the pump and it has been received, per previous reports.

**CRZ Properties Review** – Grossnickle reported that CRZ Properties formally answered the complaint last week. As was detailed earlier, MS Hamilton relayed Zeigler is reviewing options associated with changing pump sizes, installing a waste catch basket, etc., all of which are designed to alleviate continued problems in the area. All of working together to resolve the matter.

**Building to purchase** – Waterman reported that the Blue Lake Association has offered the building for sale to the BLCD. Previously, Simmers stated it was his opinion that the building couldn’t be sold. Hamilton agreed that something had previously been discussed to this point. Waterman relayed that this issue would be the ‘ Association’s to address, but that the BLA had offered the building and this board needed to determine if we wanted it. Treasurer Ramus had reviewed some financial reports detailing revenue and expenses. Shrock stated that having a building would be a big responsibility and that as a utility, he didn’t think owning a building was the smart thing to do for the BLCD.

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Waterman relayed that it was also about 2 acres of land, plus the building, and the land could be used to build a sewage treatment plant if the BLCD were to ever expand. She reminded the board of previous conversations about the possible privatization of the utility. She agreed to communicate again with the interested group.

Waterman also asked the board to think long term and ask where they thought this building played into the BLCD’s long term plans. The matter was tabled as the BLCD continues to pursue additional information.

**NEW BUSINESS**

Grossnickle relayed that we had missed election deadlines as December represents the final time slot to submit one’s name for the office of director for the BLCD. He agreed to look into the remedy, but expected the County Commissioners would need to approve an appointee. Waterman relayed that she thought her term expired in 2021.

Waterman asked FC Grawcock to add the elections to his calendar for every August to ensure this doesn’t happen again.

The meeting was adjourned by Shrock at 9:48 pm, seconded by Ramus. Motion passed.

Respectfully submitted,

Lisa L Waterman, President

Approved this \_\_\_\_\_\_\_ Day of January, 2021, by:

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