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**CLEAR CREEK CONSERVANCY DISTRICT – MEETING AGENDA**

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**TO:** BOARD OF DIRECTORS **DATE:** FEBRUARY 16, 2026  
J. DUANE KELLY  
CHRIS SCHUBERT  
CHRISTINE SCHAFER

**RE:** REGULAR MEETING

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The board of directors will meet **Thursday, February 19, 2026**, at **10:00 a.m.** at the treatment plant. Please contact me if you cannot attend.

**TENTATIVE AGENDA:**

**Regular Meeting**

1. Minutes - January
2. Financial Report and Register of Claims
3. Report – Administrative & Financial Manager
  - a. Peter King memo
4. Report – Operations Manager
5. Public Forum
6. Next regular meeting will be March 19, 2026, at the treatment plant office.

## **January 15, 2026, MINUTES CLEAR CREEK CONSERVANCY DISTRICT**

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**The Clear Creek Conservancy District board of directors met January 15, 2026, at 10 a.m. at the district's office at the treatment plant.**

**Directors Present: J. Duane Kelly  
Chris Schubert  
Christine Schafer**

**Director Not Present:  
N/A**

*Also attending: Molli Newby, Tiffany Deer, and Doug Clodfelter*

The meeting was called to order at 10:23 am.

Minutes of the Regular meeting held in December. Chris approved and Duane seconded. Motion carried.

### **Administrative & Financial Update**

Tiffany presented the December financial statements.

Christine asked about the Linde Gas & Equipment charge. Scott and Michael confirmed the charge is for the truck/welder.

A motion to approve the register of claims was made. Christine approved and Chris seconded. Motion carried.

Molli gave the Administrative report.

### **Operations Report**

Doug brought up that Ford lost the initial check for the new truck. A Ford representative went to Deer Accounting to pick up the new check. Heather took the amount for the stopping of the original check out of the total amount.

12/25/2025 – The guys received an alarm from LS P1 that pump 2 was running too long. Scott diagnosed the problem and took the pump 1 check valve apart – it was full of rags. It happened again later that night. Scott took the check valve apart and couldn't find anything wrong. It happened again later that day. This time he found a stone stuck in the gasket keeping the check valve from sealing. It has been okay since.

12/28/2025 – Sunday Scott was checking Omni-Site's Guard Dog for P1 stats and found LS M3 pump 1 had not been cycling. He replaced the starter coil.

1/5/2026 – Michael and Scott set up the bypass pumping for LS V5. It required a 4-inch Godwin diesel pump, 3-inch electric diaphragm pump, and several feet of hoses. The next day they had the vac truck clean the station. Then on Wednesday, they installed new pump bases. The old pumps were wearing out so the pumps couldn't seal well enough against the mounting plate. The job went well and solved the problem.

1/6/2026 – They guys needed to vac out 5 lift stations and grit out of the Treatment Plant headworks. They tried a new company because their truck vac tubes rotate 360 degrees. This

allowed them to get the truck off Heritage Drive at LS G5, which they couldn't do with the other truck.

1/6/2026 – They closed the Heritage Drive spillway gate.

**New Business**

N/A

**Public Forum**

N/A

With there being no further business, it was motioned to adjourn at 10:42 am. Chris approved, and Christine seconded. Motion carried.

The next regular meeting will be held at 10 a.m. on February 19, 2026, at the district's office at the treatment plant.

Approved by the Board of Directors on 2/19/2026.

*J. Duane Kelly*  
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J. Duane Kelly

*Christopher P. Schubert*  
\_\_\_\_\_  
Christopher P Schubert

*Christine A. Schafer*  
\_\_\_\_\_  
Christine A Schafer



DEER ACCOUNTING LLC  
*Serving Putnam County for two generations*

Report To: Clear Creek Conservancy District Board of Directors  
From: Molli Newby, Admin & Financial Manager  
Date: February 19, 2026

1. Lake Income 01/01/26 – 1/31/26 was \$49,446.54
  - a. Total lake income YTD is \$49,446.54
  
2. Billing Updates –
  - a. **1,757** total accounts connected, with **four** connections added to the billing system (since the last meeting).
    - i. MS473 – 12/31/2025
    - ii. LH193 – 1/5/2026
    - iii. LH148 – 1/6/2026
    - iv. LH 024 – 1/21/2026
  
  - b. The December/January bills were sent out. Due to banks being closed Monday, 2/16, late fees were applied Tuesday, 2/17.
    - i. February/March bills will go out the beginning of March – due April 15<sup>th</sup>.
  
3. The lien process was completed on 1/20.
  - a. 51 liens were released, and 27 liens were processed.
  
4. Peter King Memo –
  - b. Effective 7/1/2026 large companies (Data Centers) are now required to file a permit prior to construction.

Notes From Tiffany-

1. \$886,000+ CD was renewed at 3.82% APY for 11-months.
2. State Board of Accounts – 100R submitted 1/26/26
3. AFR & Spelling updates to the DNR 2/4/26
4. Crane Truck – Arrived and paid for 1/30/26

# Clear Creek Conservancy District

## Budget vs. Actuals

January 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
<b>Income</b>			
0200 TAXES			
0201 SPECIAL BENEFIT TAX DRAW		128,124.00	
<b>Total 0200 TAXES</b>		<b>128,124.00</b>	
R413 Lab Rent		750.00	
R420 Sewer Access Fees			
Refunds, Liens, Court Costs			
Refund	-70.00		
<b>Total Refunds, Liens, Court Costs</b>	<b>-70.00</b>		
Sewer Access Fee Deposits	46,269.56	712,740.00	6.49 %
<b>Total R420 Sewer Access Fees</b>	<b>46,199.56</b>	<b>712,740.00</b>	<b>6.48 %</b>
R902 INTEREST ON INVESTMENTS			
Interest	3,246.98	500.00	649.40 %
<b>Total R902 INTEREST ON INVESTMENTS</b>	<b>3,246.98</b>	<b>500.00</b>	<b>649.40 %</b>
<b>Total Income</b>	<b>\$49,446.54</b>	<b>\$842,114.00</b>	<b>5.87 %</b>
<b>GROSS PROFIT</b>	<b>\$49,446.54</b>	<b>\$842,114.00</b>	<b>5.87 %</b>
<b>Expenses</b>			
100 PERSONAL SERVICES			
111-Board of Directors	150.00	4,000.00	3.75 %
112-Collection System Operator	10,108.30	192,883.00	5.24 %
113-Beeper	970.40	16,266.00	5.97 %
114-Part-time Help	2,345.31	47,078.00	4.98 %
121-Payroll Taxes	1,830.59	20,159.00	9.08 %
<b>Total 100 PERSONAL SERVICES</b>	<b>15,404.60</b>	<b>280,386.00</b>	<b>5.49 %</b>
200 SUPPLIES			
211-Records, Forms & Supplies	72.28	650.00	11.12 %
212-IDEM Permit	7,210.00	10,000.00	72.10 %
221-Gas, Oil & Lubricants		8,500.00	
222-UV Light Maintenance	267.45	10,000.00	2.67 %
223-Lab Supplies	127.95	9,500.00	1.35 %
<b>Total 200 SUPPLIES</b>	<b>7,677.68</b>	<b>38,650.00</b>	<b>19.86 %</b>
300 OTHER SERVICES AND CHARGES			
311-Legal		25,000.00	
312-Engineering		30,000.00	
313-Engineering, Dam Inspection		6,000.00	
315-Plt Op & Mgmt Services	7,691.02	92,651.00	8.30 %
316-Adm&Fin Mgmt	4,674.82	56,316.00	8.30 %
317-Billing Services	2,747.42	32,239.00	8.52 %
321-Postage, District		500.00	
322-Bill Production & Postage	5,123.60	15,000.00	34.16 %
323-Telephone & Internet	144.46	3,800.00	3.80 %
324-Mileage		100.00	

# Clear Creek Conservancy District

## Budget vs. Actuals

January 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
325-OMNI-Site Monthly Service		22,500.00	
331-Publication of Legal Notice		500.00	
341-Insurance		60,000.00	
342-Bonds		500.00	
351-Electric	7,019.88	98,000.00	7.16 %
361-Repairs, Trees, Bldg&Drive	52.42	27,500.00	0.19 %
362-Repairs, Equipment		60,000.00	
363-Repairs, Truck		3,500.00	
364-Operation & Maintenance	6,344.57	120,000.00	5.29 %
365-Cum. Maint. Fund		10,000.00	
366-Sewer Renovation Fund		30,000.00	
367-PrinSpillway, Clean & Seal		20,000.00	
391-Subscriptions & Dues	603.11	600.00	100.52 %
392-Contingencies		1,500.00	
393-Sludge Hauling		60,000.00	
394-Sludge & Fecal Analysis	320.05	2,500.00	12.80 %
<b>Total 300 OTHER SERVICES AND CHARGES</b>	<b>34,721.35</b>	<b>778,706.00</b>	<b>4.46 %</b>
400 CAPITAL OUTLAYS			
442-Equipment Purchases		200,000.00	
Truck Replacement - 2025 Encumbered	129,448.56	176,804.06	73.22 %
<b>Total 442-Equipment Purchases</b>	<b>129,448.56</b>	<b>376,804.06</b>	<b>34.35 %</b>
451-Plnt & LS Improvements		60,000.00	
<b>Total 400 CAPITAL OUTLAYS</b>	<b>129,448.56</b>	<b>436,804.06</b>	<b>29.64 %</b>
<b>Total Expenses</b>	<b>\$187,252.19</b>	<b>\$1,534,546.06</b>	<b>12.20 %</b>
NET OPERATING INCOME	<b>\$ -137,805.65</b>	<b>\$ -692,432.06</b>	<b>19.90 %</b>
NET INCOME	<b>\$ -137,805.65</b>	<b>\$ -692,432.06</b>	<b>19.90 %</b>

# Clear Creek Conservancy District

## Balance Sheet

As of January 31, 2026

	DEC 31, 2025	JAN 2026
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
A - FNB Checking	0.00	0.00
Cumulative Improvement	547,189.02	547,189.02
Cumulative Maintenance Fund	312,903.49	312,903.49
Equipment Depreciation Fund	86,215.58	86,215.58
General	65,654.30	-72,151.35
Sewer Renovation Fund	80,000.00	80,000.00
<b>Total A - FNB Checking</b>	<b>1,091,962.39</b>	<b>954,156.74</b>
B-Sewer Connect Fund	0.00	0.00
Membership Account	5.11	5.11
Sew. Con. Fund-FNB	299,031.81	306,391.25
<b>Total B-Sewer Connect Fund</b>	<b>299,036.92</b>	<b>306,396.36</b>
Cumulative Improvement Funds	0.00	0.00
EW x2521-11,5.17 APY,2026-0205	882,133.36	882,133.36
<b>Total Cumulative Improvement Funds</b>	<b>882,133.36</b>	<b>882,133.36</b>
Settlement Fund	0.00	0.00
EW CD #16, 1.35 APY 2026-0223	118,668.10	118,668.10
<b>Total Settlement Fund</b>	<b>118,668.10</b>	<b>118,668.10</b>
TCU Membership 2 Acct - General	5.00	5.00
<b>Total Bank Accounts</b>	<b>\$2,391,805.77</b>	<b>\$2,261,359.56</b>
<b>Total Current Assets</b>	<b>\$2,391,805.77</b>	<b>\$2,261,359.56</b>
<b>TOTAL ASSETS</b>	<b>\$2,391,805.77</b>	<b>\$2,261,359.56</b>
<b>LIABILITIES AND EQUITY</b>	<b>\$2,391,805.77</b>	<b>\$2,261,359.56</b>