
CLEAR CREEK CONSERVANCY DISTRICT – MEETING AGENDA

TO: BOARD OF DIRECTORS **DATE:** MAY 18, 2026
J. DUANE KELLY
CHRIS SCHUBERT
CHRISTINE SCHAFER

RE: REGULAR MEETING

The board of directors will meet **Thursday, May 21, 2026**, at **10:00 a.m.** at the treatment plant. Please contact me if you cannot attend.

TENTATIVE AGENDA:

Regular Meeting

1. Minutes – April
2. Financial Report and Register of Claims
3. Report – Administrative & Financial Manager
 - a. Potential sell of VH063 – Jason Price
 - b. Resolution 2026-2
4. Report – Operations Manager
5. Public Forum
6. Next regular meeting will be June 18, 2026, at the treatment plant office.

April 16, 2026, MINUTES CLEAR CREEK CONSERVANCY DISTRICT

The Clear Creek Conservancy District board of directors met April 16, 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 and Doug Clodfelter

The meeting was called to order at 10:04 am.

Minutes of the Regular meeting held in March. Chris approved and Christine seconded. Motion carried.

Administrative & Financial Update

Molli presented the March financial statements and gave the administrative report.

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

A motion was made to sell LH246. Chris approved and Christine seconded. Motion carried.

Molli discussed a billing situation regarding a lien account. Due to the unique situation, there was a motion to forgive the late fees but not the lien processing fee. Chris approved, and Christine seconded. Motion carried.

Operations Report

Disinfectant season started April 1st – October 31st. We were having trouble with one of the modules faulting out intermittently. Michael and Scott installed a new ribbon. It connected several places along the module. It worked for two weeks, then failed again. They can run on three modules just fine but may need to replace a circuit board next.

Don Allen has been doing great with keeping up with the mowing. He said the extra wide back tires that were put on the ExMark last year hold the slope of the dam well and don't cut ruts.

BBC Pumps notified them that their spare Hydromatic pump for Lift Station J4 was in.

New Business

Christine discussed the progress of the Rainbow Bridge. They have the paint/stain purchased, and target dates are April 24 – May 2/3. They noticed a rotting post that will need to be replaced.

Doug discussed Don's concern about some trees by the creek that might fall in the future. Duane mentioned maybe contacting the POA to see if they would want the trees.

Doug discussed knifing in sludge, and they might need to find a new place/process in the future.

Public Forum

N/A

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

The next regular meeting will be held at 10 a.m. on May 21, 2026, at the district's office at the treatment plant.

Approved by the Board of Directors on 5/21/2026.

J. Duane Kelly

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: May 21, 2026

1. Lake Income 04/01/26 – 04/30/26 was \$96,213.59
 - a. Total lake income YTD is \$275,999.97

2. Billing Updates –
 - a. **1,768** total accounts connected, with **zero** connections added to the billing system (since the last meeting).

 - b. The April/May bills were sent out 5/01/2026 – Due 6/15/2026.

Notes From Tiffany-

- DNR Directory updates were made on 4/30/2026

Clear Creek Conservancy District

Budget vs. Actuals

January - April, 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
0200 TAXES			
0201 SPECIAL BENEFIT TAX DRAW		128,124.00	
Total 0200 TAXES		128,124.00	
R413 Lab Rent		750.00	
R420 Sewer Access Fees	266,156.78	712,740.00	37.34 %
R902 INTEREST ON INVESTMENTS	9,843.19	500.00	1,968.64 %
Total Income	\$275,999.97	\$842,114.00	32.77 %
GROSS PROFIT	\$275,999.97	\$842,114.00	32.77 %
Expenses			
100 PERSONAL SERVICES			
111-Board of Directors	600.00	4,000.00	15.00 %
112-Collection System Operator	60,514.30	192,883.00	31.37 %
113-Beeper	3,380.80	16,266.00	20.78 %
114-Part-time Help	8,954.82	47,078.00	19.02 %
121-Payroll Taxes	6,491.69	20,159.00	32.20 %
Total 100 PERSONAL SERVICES	79,941.61	280,386.00	28.51 %
200 SUPPLIES			
211-Records, Forms & Supplies	88.53	650.00	13.62 %
212-IDEM Permit	7,210.00	10,000.00	72.10 %
221-Gas, Oil & Lubricants	1,737.56	8,500.00	20.44 %
222-UV Light Maintenance	267.45	10,000.00	2.67 %
223-Lab Supplies	1,539.33	9,500.00	16.20 %
Total 200 SUPPLIES	10,842.87	38,650.00	28.05 %
300 OTHER SERVICES AND CHARGES			
311-Legal	177.50	25,000.00	0.71 %
312-Engineering		30,000.00	
313-Engineering, Dam Inspection		6,000.00	
315-Plt Op & Mgmt Services	30,761.02	92,651.00	33.20 %
316-Adm&Fin Mgmt	14,024.46	56,316.00	24.90 %
317-Billing Services	7,496.72	32,239.00	23.25 %
321-Postage, District	448.00	500.00	89.60 %
322-Bill Production & Postage	9,870.38	15,000.00	65.80 %
323-Telephone & Internet	577.68	3,800.00	15.20 %
324-Mileage		100.00	
325-OMNI-Site Monthly Service		22,500.00	
331-Publication of Legal Notice		500.00	
341-Insurance	3,403.00	60,000.00	5.67 %
342-Bonds		500.00	
351-Electric	28,926.90	98,000.00	29.52 %
361-Repairs, Trees, Bldg&Drive	52.42	27,500.00	0.19 %
362-Repairs, Equipment	12,467.39	60,000.00	20.78 %

Clear Creek Conservancy District

Budget vs. Actuals

January - April, 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
363-Repairs, Truck		3,500.00	
364-Operation & Maintenance	32,560.58	120,000.00	27.13 %
365-Cum. Maint. Fund		10,000.00	
366-Sewer Renovation Fund		30,000.00	
367-PrinSpillway, Clean & Seal		20,000.00	
391-Subscriptions & Dues	743.48	600.00	123.91 %
392-Contingencies		1,500.00	
393-Sludge Hauling		60,000.00	
394-Sludge & Fecal Analysis	1,174.65	2,500.00	46.99 %
Total 300 OTHER SERVICES AND CHARGES	142,684.18	778,706.00	18.32 %
400 CAPITAL OUTLAYS			
442-Equipment Purchases	18,245.00	200,000.00	9.12 %
Truck Replacement - 2025 Encumbered	129,448.56	176,804.06	73.22 %
Total 442-Equipment Purchases	147,693.56	376,804.06	39.20 %
451-Plnt & LS Improvements		60,000.00	
Total 400 CAPITAL OUTLAYS	147,693.56	436,804.06	33.81 %
Total Expenses	\$381,162.22	\$1,534,546.06	24.84 %
NET OPERATING INCOME	\$ -105,162.25	\$ -692,432.06	15.19 %
NET INCOME	\$ -105,162.25	\$ -692,432.06	15.19 %

Clear Creek Conservancy District

Balance Sheet

As of April 30, 2026

	DEC 31, 2025	JAN - MAR, 2026	APR 2026
ASSETS			
Current Assets			
Bank Accounts			
A - FNB Checking	0.00	0.00	0.00
Cumulative Improvement	547,189.02	547,189.02	547,189.02
Cumulative Maintenance Fund	312,903.49	312,903.49	312,903.49
Equipment Depreciation Fund	86,215.58	86,215.58	86,215.58
General	65,654.30	-60,299.88	-39,507.95
Sewer Renovation Fund	80,000.00	80,000.00	80,000.00
Total A - FNB Checking	1,091,962.39	966,008.21	986,800.14
B-Sewer Connect Fund	0.00	0.00	0.00
Membership Account	5.11	5.11	5.11
Sew. Con. Fund-FNB	299,031.81	316,647.46	330,685.71
Total B-Sewer Connect Fund	299,036.92	316,652.57	330,690.82
Cumulative Improvement Funds	0.00	0.00	0.00
EW x2521-11, 3.75 APY, 01052027	882,133.36	891,422.93	894,170.47
Total Cumulative Improvement Funds	882,133.36	891,422.93	894,170.47
Settlement Fund	0.00	0.00	0.00
EW CD #16, 4.65 APY 10232026	118,668.10	120,033.93	120,492.69
Total Settlement Fund	118,668.10	120,033.93	120,492.69
TCU Membership 2 Acct - General	5.00	5.00	5.00
Total Bank Accounts	\$2,391,805.77	\$2,294,122.64	\$2,332,159.12
Total Current Assets	\$2,391,805.77	\$2,294,122.64	\$2,332,159.12
TOTAL ASSETS	\$2,391,805.77	\$2,294,122.64	\$2,332,159.12
LIABILITIES AND EQUITY	\$2,391,805.77	\$2,294,122.64	\$2,332,159.12

RESOLUTION 2026-2

The regular monthly meeting of the Board of Directors of the Clear Creek Conservancy District was held at the District's Office at Heritage Lake at 10:00 a.m., May 21, 2026. Upon motion duly made and seconded, the following resolution was adopted by the unanimous vote of the members present:

"BE IT RESOLVED: That whereas, the District Plan of the Clear Creek Conservancy District, as amended, provides in part, with reference to the connection fee to be charged the owner of each lot at the time construction of a house thereon is commenced ... "

'Commencing July 1, 1993, the amount of said fee shall be \$1,000 but said sum shall be adjusted annually thereafter as of the first day of July of each succeeding calendar year in accordance with annual changes in the Consumer Price Index for All Urban Consumers (CPI-U) as reported by the United States Bureau of Labor Statistics. The percentage of change shall be equal to the amount of change in the CPI-U calculated by comparing the December rate of the immediately preceding year to the December rate for the prior year.' and

WHEREAS, said fee as adjusted effective July 1, 2025, to \$2,218.00 to reflect the change in the CPI-U for the calendar year ending December 31, 2024;

NOW THEREFORE, the Board finds that the CPI-U increased by 2.7% for the entire year of 2025, which translates to an increase of **\$60.** (rounded to the nearest dollar). The Board therefore determines that the connection fee shall increase to **\$2,278.00** effective July 1, 2026.

The undersigned Secretary of the Board of Directors of the Clear Creek Conservancy District certifies that the foregoing is a true and accurate copy of the Resolution adopted by the Board of Directors on May 21, 2026, and that said resolution has not been modified or rescinded.

Molli Newby
Secretary

DATED: May 21, 2026