
CLEAR CREEK CONSERVANCY DISTRICT – MEETING AGENDA

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

RE: REGULAR MEETING

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

TENTATIVE AGENDA:

Regular Meeting

1. Minutes – February
2. Potential property sale of GB376
 - a. Michael and Tina Collins, owners of GB413
3. Financial Report and Register of Claims
4. Report – Administrative & Financial Manager
 - a. Peter King memo
 - i. potential additional funds coming to local government units
5. Report – Operations Manager
6. Rainbow Bridge Update – Christine Schafer
7. Public Forum
8. Next regular meeting will be April 16, 2026, at the treatment plant office.

February 19, 2026, MINUTES CLEAR CREEK CONSERVANCY DISTRICT

The Clear Creek Conservancy District board of directors met February 19, 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 10:05 am.

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

Administrative & Financial Update

Molli presented the January financial statements.

The board discussed the new truck.

Molli gave the administrative report.

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

The board signed Resolution 2026-1 to encumber funds.

Operations Report

Scott ordered a new impeller and wear ring for pump 1 lift station L2. He repaired it, then Scott and Doug installed it on 2/17. It was the first time using the new truck.

Scott and Doug pulled pump 1 in lift station J4, as it was pulling higher amps and could not get it to drop to normal by reversing the pump. It has rags stuck in the impeller and wear ring. The impeller was in bad shape, so Scott checked into a new impeller. Due to the age of it, they aren't made anymore. They do have a back up pump on hand and will install it soon and purchase another back up.

As members of the Alliance of Indiana Rural Water Association, one of their services is to provide training classes for the CO to get continued education credits required by IDEM. Scott is taking a Wastewater Operator Exam Prep Course online, which is 6 Thursdays in a row. Then he will take the certification test after that.

Doug discussed selling the old crane truck. The board discussed potentially selling the truck to Scott and maybe mounting a snowplow on it as a backup. Noted the traded in value is only \$7,000 at Ford.

New Business

N/A

Public Forum

N/A

With there being no further business, it was motioned to adjourn at 10:28 am. Christine approved, and Chris seconded. Motion carried.

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

Approved by the Board of Directors on 3/19/2026.

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: Mollie Newby, Admin & Financial Manager
Date: March 19, 2026

1. Lake Income 02/01/26 – 02/28/26 was \$93,863.92
 - a. Total lake income YTD is \$143,310.46

2. Billing Updates –
 - a. **1,762** total accounts connected, with **three** connections added to the billing system (since the last meeting).
 - i. LH180 – 2/16/2026
 - ii. PL325 – 2/16/2026
 - iii. JV136 – 2/23/2026

 - b. The February/March bills were sent out 3/11/2026 – Due 4/15/2026.

Notes From Tiffany-

1. Annual Financial Report (AFR) was submitted in Gateway on 2/21/26.
2. Debt Affirmation was submitted in Gateway on 2/28/26.

Clear Creek Conservancy District

Budget vs. Actuals

January - February, 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			
Refunds, Liens, Court Costs	-312.50		
Refund	-140.00		
Total Refunds, Liens, Court Costs	-452.50		
Sewer Access Fee Deposits	138,482.15	712,740.00	19.43 %
Total R420 Sewer Access Fees	138,029.65	712,740.00	19.37 %
R902 INTEREST ON INVESTMENTS			
Interest	5,280.81	500.00	1,056.16 %
Total R902 INTEREST ON INVESTMENTS	5,280.81	500.00	1,056.16 %
Total Income	\$143,310.46	\$842,114.00	17.02 %
GROSS PROFIT	\$143,310.46	\$842,114.00	17.02 %
Expenses			
100 PERSONAL SERVICES			
111-Board of Directors	300.00	4,000.00	7.50 %
112-Collection System Operator	30,352.00	192,883.00	15.74 %
113-Beeper	1,770.40	16,266.00	10.88 %
114-Part-time Help	4,524.79	47,078.00	9.61 %
121-Payroll Taxes	3,668.01	20,159.00	18.20 %
Total 100 PERSONAL SERVICES	40,615.20	280,386.00	14.49 %
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	899.17	8,500.00	10.58 %
222-UV Light Maintenance	267.45	10,000.00	2.67 %
223-Lab Supplies	1,220.20	9,500.00	12.84 %
Total 200 SUPPLIES	9,669.10	38,650.00	25.02 %
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	15,381.02	92,651.00	16.60 %
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	5,323.75	15,000.00	35.49 %
323-Telephone & Internet	288.92	3,800.00	7.60 %
324-Mileage		100.00	

Clear Creek Conservancy District

Budget vs. Actuals

January - February, 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	13,974.11	98,000.00	14.26 %
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	17,498.99	120,000.00	14.58 %
365-Cum. Maint. Fund		10,000.00	
366-Sewer Renovation Fund		30,000.00	
367-PrinSpillway, Clean & Seal		20,000.00	
391-Subscriptions & Dues	737.50	600.00	122.92 %
392-Contingencies		1,500.00	
393-Sludge Hauling		60,000.00	
394-Sludge & Fecal Analysis	320.05	2,500.00	12.80 %
Total 300 OTHER SERVICES AND CHARGES	60,999.00	778,706.00	7.83 %
400 CAPITAL OUTLAYS			
442-Equipment Purchases		200,000.00	
Truck Replacement - 2025 Encumbered	129,448.56	176,804.06	73.22 %
Total 442-Equipment Purchases	129,448.56	376,804.06	34.35 %
451-Plnt & LS Improvements		60,000.00	
Total 400 CAPITAL OUTLAYS	129,448.56	436,804.06	29.64 %
Total Expenses	\$240,731.86	\$1,534,546.06	15.69 %
NET OPERATING INCOME	\$ -97,421.40	\$ -692,432.06	14.07 %
NET INCOME	\$ -97,421.40	\$ -692,432.06	14.07 %

Clear Creek Conservancy District

Balance Sheet

As of February 28, 2026

	DEC 31, 2025	JAN - FEB, 2026
ASSETS		
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	-31,767.10
Sewer Renovation Fund	80,000.00	80,000.00
Total A - FNB Checking	1,091,962.39	994,540.99
B-Sewer Connect Fund	0.00	0.00
Membership Account	5.11	5.11
Sew. Con. Fund-FNB	299,031.81	309,257.62
Total B-Sewer Connect Fund	299,036.92	309,262.73
Cumulative Improvement Funds	0.00	0.00
EW x2521-11,5.17 APY,2026-0205	882,133.36	882,133.36
Total Cumulative Improvement Funds	882,133.36	882,133.36
Settlement Fund	0.00	0.00
EW CD #16, 1.35 APY 2026-0223	118,668.10	118,668.10
Total Settlement Fund	118,668.10	118,668.10
TCU Membership 2 Acct - General	5.00	5.00
Total Bank Accounts	\$2,391,805.77	\$2,304,610.18
Total Current Assets	\$2,391,805.77	\$2,304,610.18
TOTAL ASSETS	\$2,391,805.77	\$2,304,610.18
LIABILITIES AND EQUITY	\$2,391,805.77	\$2,304,610.18