CLEAR CREEK CONSERVANCY DISTRICT – MEETING AGENDA

TO: BOARD OF DIRECTORS **DATE:** JUNE 15, 2026

J. DUANE KELLY

CHRIS SCHUBERT

CHRISTINE SCHAFER

RE: REGULAR MEETING

The board of directors will meet **Thursday, June 18, 2026**, at 10:00 a.m. at the treatment plant. Please contact me if you cannot attend.

TENTATIVE AGENDA:

Regular Meeting

1. Minutes – May
2. Financial Report and Register of Claims
3. Report – Administrative & Financial Manager
4. Report – Operations Manager
5. Public Forum
6. Next regular meeting will be July 16, 2026, at the treatment plant office.

May 21, 2026, MINUTES
CLEAR CREEK CONSERVANCY DISTRICT

The Clear Creek Conservancy District board of directors met May 21, 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, Doug Clodfelter, and Tom Novak

The meeting was called to order at 10:02 am.

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

Administrative & Financial Update

Molli presented the April 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 VH063. Chris approved and Christine seconded. Motion carried.
A motion was made to sell LH130. Chris approved and Christine seconded. Motion carried.

Molli presented Resolution 2026-2 for the Sewer Connection Rate increase. Christine approved and Chris seconded. Motion carried.

The board discussed if there was a specific reason for the date of the increase effective date or if we could move the increase and do it with the monthly billing rate increase. Molli is to ask Kathy for clarification.

Operations Report

The spare pumps for Lift Station J4 and P3 are in the shop.
Lift Station J1 was having intermittent long pump times. Scott replaced the float.
Michael and Scott replaced a pump at Lift Station L2 due to the motor and propeller both being bad. They are in the process of getting a quote for a spare pump for it.
Scott got a quote from Trojan for replacement UV bulbs.
Sludge application this spring – Stevenson Nutrient solutions are going to pump from the loading station down the hill across the creek and line drag in the field. Then Steve Greeson is going to plant forage grass for cattle feed.
They've been talking to Dave Gilley about making new sign for the Wastewater Treatment Plant.
Scott had a sign made for delivery drivers, where to place packages. They are also having signs made to identify tanks and valves around the Treatment Plant.

A couple wanted to know if they could drive to the bottom of the hill behind the maintenance shop to walk the trail. They want to drive down due to mobility issues.
Doug discussed trees that might fall down soon. He is going to ask to have someone look at them and potentially take them down.

New Business

Christine gave a Rainbow Bridge update – the big work is done, signs are up, and it's painted
Duane discussed his notes from the POA meeting.
Chris mentioned seeing a groundhog, and we might want to look into trapping it.
The board discussed the potential of a dog park coming to the area.

Public Forum

Tom asked if he could get an updated list of all properties the CCCD owns. Molli is to send the list to Tom via email.

With there being no further business, it was motioned to adjourn at 10:57 am. Christine approved, and Chris seconded. Motion carried.

The next regular meeting will be held at 10 a.m. on June 18, 2026, at the district's office at the treatment plant.

Approved by the Board of Directors on 6/18/2026.

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: June 18, 2026

1. Lake Income 05/01/26 – 05/31/26 was $128,169.59
    a. Total lake income YTD is $404,169.56

2. Billing Updates –

    a. **1,770** total accounts connected, with **two** connection(s) added to the billing system (since the last meeting).
        i. JV613 – 6/9/2026
        ii. PL048 was connected as a detached garage, no additional billing for this.
        iii. GB631 – 6/17/2026

    b. The April/May bills were sent out 5/01/2026 – Due 6/15/2026.
        i. Late fees were added 6/16/2026
    c. Liens –
        i. 76 Lien Warning Letters were mailed out 6/3/2026
        ii. 41 Liens were filed on 6/17/2026

3. Sewer Connection Rate Increase -
    a. The sewer connection rate is a <u>court ordered rate</u> that only changes effective July 1st.

Notes From Tiffany-

- Spring Settlement received in May 2026

Clear Creek Conservancy District

Budget vs. Actuals

January - May, 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
0200 TAXES			
0201 SPECIAL BENEFIT TAX DRAW	80,564.30	128,124.00	62.88 %
Total 0200 TAXES	**80,564.30**	**128,124.00**	**62.88 %**
R413 Lab Rent		750.00	
R420 Sewer Access Fees	**310,924.00**	**712,740.00**	**43.62 %**
R902 INTEREST ON INVESTMENTS	**12,681.26**	**500.00**	**2,536.25 %**
Total Income	**$404,169.56**	**$842,114.00**	**47.99 %**
GROSS PROFIT	**$404,169.56**	**$842,114.00**	**47.99 %**
Expenses			
100 PERSONAL SERVICES			
111-Board of Directors	750.00	4,000.00	18.75 %
112-Collection System Operator	70,053.50	192,883.00	36.32 %
113-Beeper	4,645.68	16,266.00	28.56 %
114-Part-time Help	12,816.29	47,078.00	27.22 %
121-Payroll Taxes	7,627.82	20,159.00	37.84 %
Total 100 PERSONAL SERVICES	**95,893.29**	**280,386.00**	**34.20 %**
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	2,354.82	8,500.00	27.70 %
222-UV Light Maintenance	267.45	10,000.00	2.67 %
223-Lab Supplies	1,632.33	9,500.00	17.18 %
Total 200 SUPPLIES	**11,553.13**	**38,650.00**	**29.89 %**
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	38,451.02	92,651.00	41.50 %
316-Adm&Fin Mgmt	23,374.10	56,316.00	41.51 %
317-Billing Services	12,268.97	32,239.00	38.06 %
321-Postage, District	448.00	500.00	89.60 %
322-Bill Production & Postage	12,114.70	15,000.00	80.76 %
323-Telephone & Internet	722.12	3,800.00	19.00 %
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	35,824.08	98,000.00	36.56 %
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 - May, 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
363-Repairs, Truck		3,500.00	
364-Operation & Maintenance	34,479.73	120,000.00	28.73 %
365-Cum. Maint. Fund		10,000.00	
366-Sewer Renovation Fund		30,000.00	
367-PrinSpillway, Clean & Seal		20,000.00	
391-Subscriptions & Dues	1,046.05	600.00	174.34 %
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	**176,003.73**	**778,706.00**	**22.60 %**
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	**$431,143.71**	**$1,534,546.06**	**28.10 %**
NET OPERATING INCOME	**$ -26,974.15**	**$ -692,432.06**	**3.90 %**
NET INCOME	**$ -26,974.15**	**$ -692,432.06**	**3.90 %**

Clear Creek Conservancy District

Balance Sheet

As of May 31, 2026

	DEC 31, 2025	JAN - MAR, 2026	APR - MAY, 2026
ASSETS			
Current Assets			
Bank Accounts			
A - FNB Checking	0.00	0.00	0.00
Cumulative Improvement	547,189.02	547,189.02	646,938.74
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	38,680.15
Sewer Renovation Fund	80,000.00	80,000.00	80,000.00
Total A - FNB Checking	**1,091,962.39**	**966,008.21**	**1,164,737.96**
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	333,679.40
Total B-Sewer Connect Fund	**299,036.92**	**316,652.57**	**333,684.51**
Cumulative Improvement Funds	0.00	0.00	0.00
EW x2521-11, 3.75 APY, 01052027	882,133.36	891,422.93	897,018.34
Total Cumulative Improvement Funds	**882,133.36**	**891,422.93**	**897,018.34**
Settlement Fund	0.00	0.00	0.00
EW CD #16, 4.65 APY 10232026	118,668.10	120,033.93	120,968.55
Total Settlement Fund	**118,668.10**	**120,033.93**	**120,968.55**
TCU Membership 2 Acct - General	5.00	5.00	5.00
Total Bank Accounts	**$2,391,805.77**	**$2,294,122.64**	**$2,516,414.36**
Total Current Assets	**$2,391,805.77**	**$2,294,122.64**	**$2,516,414.36**
TOTAL ASSETS	**$2,391,805.77**	**$2,294,122.64**	**$2,516,414.36**
LIABILITIES AND EQUITY	**$2,391,805.77**	**$2,294,122.64**	**$2,516,414.36**