

Welcome to the Cedar Lake Improvement Board

Special Public Meeting

January 13, 2023

Board Members

Carolyn Brummund

Jesse Campbell

Dave Dailey

Steve Wusterbarth

Rob Huebel

Fred Strauer

Rex Vaughn

Alcona County Commissioner

Alcona County Road Commission Rep.

Greenbush Twp. Representative

Oscoda Twp. Trustee

Iosco County Commissioner

Iosco County Drain Commissioner

Citizen Riparian Representative

Cedar Lake Improvement Board Special Public Meeting Access Instructions

Friday, January 13, 2023, at 10:00 AM EST

ZOOM VIDEO CONFERENCE SERVICE ACCESS INFORMATION:

To join the Zoom meeting, participants should do one of the following at the time of the meeting:

- **Windows, Android, and Apple Devices, direct your web browser application to this web site:**

<https://us02web.zoom.us/j/4917706395?pwd=aUJZVXN0OHVneHFISjdVenpra0poZz09>

- **Phone Call (No Video) - Call 312-626-6799 and enter Meeting ID: 491 770 6395, Passcode: 123456**
- **Alternative for Windows & Mac Desktops and Laptops - Go to the Zoom Web Site (<https://zoom.us>), Click on "Join" and enter using Meeting ID: 491 770 6395, Passcode: 123456**
- **Alternative for Android and Apple iPhones and Tablets - Download the "Zoom" app from the Apple App Store or Google Play store prior to the meeting, and then use Meeting ID: 491 770 6395, Passcode: 123456**

Cedar Lake Improvement Board
Special Public Meeting
Alcona County Courthouse
Harrisville, MI
Friday, January 13, 2023
10:00 AM EST

Proposed Agenda, Rev. 1

1. Call to Order.
2. Roll Call.
3. Public Comment.
4. Additions, changes, approval to 1-13-2023 Agenda as presented.
5. Additions, corrections, approval of Minutes of 12-16-2022 Meeting.
6. Old Business.
 - a. Jones Ditch & Property Acquisition.
 - i. Report from Board Member Wusterbarth on his conversation with the contractor.
 - b. FY 2021 Financial Audit Update.
 - i. Draft audit report submitted to Treasurer & Chairman on 1/9/2023.
 - ii. After review and signatures by Treasurer & Chairman, auditor will issue the final report to the Board for review and approval.
 - iii. After Board approval at a future meeting, the auditor will file the audit report with the State of Michigan. Once filed, the audit will be made public. Please note that the auditor is available for an in-person presentation to the Board, if desired.
 - c. Creation of CLIB By-Laws.
 - i. Vaughn/Wusterbarth have started the preparation of By-Laws.
 - d. 2023 CLIB Proposed Budget review, discussion, and request for acceptance.
 - i. Revised 2023 Proposed Budget document included in meeting handout.
 - ii. Once the Board accepts the proposed budget, and prior to final approval, we will need to schedule a Public Hearing with public notice published in the two (2) local newspapers at least 6 days before a hearing.
 - iii. Immediately after the Public Hearing has been completed, the Board can consider budget approval.
 - e. One last review of 2023 Meeting Dates.
 - i. At 12-16-2022 meeting, Board selected January 13, April 14, July 14, October 13, & December 8 for the 2023 regular meeting schedule.
 - ii. We have not yet publicly posted those meeting dates. Meeting Date Posting will be made after completion of the 1-13-23 Special Meeting.
 - iii. Audit Review / Approval & Public Hearing for Budget may require selecting a special meeting date prior to our next scheduled regular meeting on April 4, 2023.
7. New Business
 - a. n/a
8. Public Comment.
9. Next Meeting Date: To be set/confirmed by Board.
10. Adjournment.

Cedar Lake Improvement Board Meeting Minutes
Public & Conference Call-In Meeting
Greenbush Township Hall
Friday, December 16,2022 10:00 a.m.

1. Call to order 10:05 AM.
2. Board Roll Call: Present---Vaughn, Huebel, Brummund, Dailey, Wusterbarth, Campbell. Absent: Strauer
There was a quorum. Total of 12 participants joined meeting in person or by phone, 6 of whom were board members.
3. Public Comment – n/a
4. Approval of 12-16-2022 Agenda - Motion to approve agenda as presented made by Brummund/Dailey. All ayes, motion passed.
5. Approval of Minutes from 11-11-2022 – Motion to approve minutes from 11-11-2022 made by Huebel/Campbell. All ayes, motion passed.
6. Old Business
 - a.) Jones Ditch & Property Acquisition
 - i. & ii. Steve Wusterbuth will contact Herb Travis about project start date and report back to the board at the next meeting.
 - b.) FY 2021 Financial Audit Update
 - i. & ii. Update from Auditor email communications.
 - c.) Creation of CLIB By-Laws, no update available. Wusterbarth and Vaughn working on it.
7. New Business
 - a.) Review and approve bills that were paid since the 11-11-2020 meeting or are now due:
 - i. Kieser & Associates: Aquest 2022 LakeScan invoice 22-142, \$960.00 (new).
 - ii. Kieser & Associates: Service from September – December 2022, invoice 22-143, \$5,663.84 (new).
 - iii. Pat Dailey: reimbursement for purchase of CLIB laptop, Staples order 9909744044. \$639.99 (paid ck 1716).
 - iv. Pat Dailey: Fiduciary/Scribe annual payment \$580.00 (paid, ck 1717)Motion to approve and make payment of the invoices listed above made by Brummund/Campbell. Roll call vote: 5 ayes, 1 abstain (Dailey). Motion passed.
 - b.) Discussion regarding travel cost policy for non-govermental CLIB board members: Following discussion, a motion to adopt a mileage reimbursement policy and use the IRS Optional Standard Mileage Rates set forth in IRS Notice 2022-03, with the policy retroactive to 9/1/2022, and added to By-Laws when written made by Wusterbarth/Brummumd. Roll call vote: 5 ayes, 1 abstain (Vaughn).
 - c.) Establish dates for regular meetings of the CLIB in 2023: Motion to establish the second Friday of the first month in each calendar quarter, so for 2023: January 13, April 14, July 14, October 13, & December 8, made by Brummumd/Dailey. All ayes, motion passed.
 - d.) 2022 CLIB Budget review, discussion, amendment: Motion to approve as presented made by Dailey/Brummund. Roll call vote, all Ayes, motion passed.
 - e.) 2023 CLIB Proposed Budget: After much discussion a motion to postpone any action on this subject due to actions that still needed to be completed and to set the Jan 13, 2023 meeting for the first reading of the budget was made by Wusterbarth/Huebel. Roll call vote: All ayes, motion passed (Dailey absent from roll call).
8. Public Comment – much discussion and conversation from 6 members of the audience.
9. Next meeting – Janury 13, 2023.
10. Adjournment: Motion to adjourn made by Vaughn/Brummund. All ayes, motion passed, adjourned at 11:56 AM

Cedar Lake Improvement Board Proposed 2023 Budget, Revised 1-9-2023

Revenue	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 Actual Revenues												
								Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
220-000-451.000 Spec. Assessment - Greenbush Twp	66,300.00	66,361.68	66,450.00	67,650.00	67,650.00	65,850.00	65,850.00													
220-000-451.001 Spec. Assessment - Oscoda Twp	46,950.00	39,750.00	46,500.00	47,250.00	47,250.00	48,450.00	48,450.00													
220-000-665.000 Interest Income - Bank Deposits	250.00	152.55	175.00	83.31	46.54	113.28	100.00													
220-000-665.000 Interest Income - CD Interest	2,244.49	2,284.92	1,620.00	0.00	0.00	0.00	0.00													
220- Transfer To/From Fund Balance		34,471.11		-21,427.67		140,885.83	16,362.00													
Total Revenue	115,744.49	143,020.26	114,745.00	93,555.64	114,946.54	255,299.11	130,762.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Jan Beginning Bank Balance	125,143.77	74,140.65	257,153.43
Dec Ending Bank Balance	74,140.65	257,153.43	124,932.79
Certificate of Deposit	157,724.57	0.00	0.00
Total Assets @ Year End	231,865.22	257,153.43	124,932.79
Net Change By Year	-48,718.20	25,288.21	-132,220.64

Expenditures	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 Actual Expenditures												
								Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
220-570-801.000 Scribe	290.00	290.00	290.00	290.00	290.00	290.00	290.00													0.00
220-570-801.001 Fiduciary	290.00	290.00	290.00	290.00	290.00	290.00	290.00													0.00
220- Bi-Annual Audit	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00													0.00
220- Legal & CPA Consultation Fees	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00													0.00
220-570-727.000 Office Supplies	350.00	0.00	250.00	26.50	250.00	983.44	250.00													0.00
220-570-728.000 Postage & PO Box	750.00	63.35	100.00	62.00	70.00	66.00	70.00													0.00
220-570-802.010 Lake Management Contract (Pullman)	9,969.00	9,060.00	10,150.00	10,035.00	11,850.00	12,100.00	12,000.00													0.00
220- Aquest Sp. Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00													0.00
220- Natural Shoreline Scope	0.00	0.00	0.00	0.00	0.00	0.00	0.00													0.00
220- Fisheries Scope	0.00	0.00	0.00	0.00	0.00	0.00	0.00													0.00
220-570-803.001 Kieser Consulting Engineering Contract	43,768.00	34,826.35	42,450.00	60,871.89	44,595.00	51,209.29	50,000.00													0.00
220- Kieser Construction Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00													0.00
220- Kieser Deq-Berm Permit Appeal	0.00	0.00	0.00	0.00	0.00	0.00	0.00													0.00
220-570-804.000 Clarke-SOLitude Lake Mgmt. Contract	50,000.00	83,618.25	55,000.00	21,395.25	50,000.00	32,838.00	40,000.00													0.00
220-570-861.000 Board Travel Reimbursement	600.00	0.00	250.00	0.00	250.00	0.00	600.00													0.00
220-570-901.000 Advertising/Meetings Incl. SAD	1,000.00	6,808.46	100.00	0.00	100.00	816.49	250.00													0.00
220-570-820.000 SAD Legal & Eng. Services	3,000.00	7,047.50	600.00	585.00	0.00	79.50	1,000.00													0.00
220-570-932.000 Repair/Maintenance/Replacement	500.00	390.10	0.00	0.00	0.00	0.00	0.00													0.00
220-570-961.000 Bank Charges (Oscoda)		36.25	0.00	0.00	0.00	104.56	120.00													0.00
220-570-969.000 Contingency	5,227.49	0.00	5,265.00	0.00	7,251.54	0.00	2,000.00													0.00
220-570-933.000 Watershed Construction Projects & Repair	0.00	590.00	0.00	0.00	0.00	0.00	5,000.00													0.00
220-570-803.000 Jones Ditch Acquisition & Disposition	0.00	0.00	0.00	0.00	0.00	156,521.83	12,892.00													0.00
Totals:	115,744.49	143,020.26	114,745.00	93,555.64	114,946.54	255,299.11	130,762.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

2023 Calendar

January

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

February

Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	1	2	3	4

March

Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

April

Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

May

Su	Mo	Tu	We	Th	Fr	Sa
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

June

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1

July

Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

August

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

September

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

November

Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2

December

Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6