

**CLIFFORD LAKE
LAKE IMPROVEMENT BOARD
MEETING**

June 8, 2022

A meeting of the Clifford Lake, Lake Improvement Board was held at the Montcalm County Drain Commission, 211 W. Main Street, Stanton, Michigan on the 8th day of June 2022 at 4:00 P.M.

The meeting was called to order by Tom at 4:01p.m.

PRESENT: Tom Koepke, Chairperson

Adam Petersen, Board of Commissioner's Representative
Michon Wieson, Douglass Township Representative

ABSENT: Todd Sattler, Secretary, Montcalm County Drain Commissioner

ALSO

PRESENT: Anne Gaylord, Drain Commission

John & Katie Otto, Residents
Rick Buteyn, Progressive A&E
Ashley Wrobel, Progressive A&E
Matt Moorman, Resident
Joe Tarkowski, Resident

A motion was made by Michon and seconded by Adam to approve the agenda.
Motion carried.

A motion was made by Michon and seconded by Adam to approve the minutes from September 8, 2021, as presented. Motion carried.

Public Comment

No public comment at this time.

Public Hearing

The board discussed the upcoming public hearing. Tom advised that the Lake Association had held their meeting the weekend prior and that Rick has presented a PowerPoint regarding the treatment plan and upcoming budget. The Association decided that they are currently doing the bare minimum in terms of weed treatment and that they would like to increase the budget to allow for additional treatments. Rick provided a budget for 26k and for 30k with the increase for additional treatment. John asked why they are looking to increase the budget at the next hearing and Tom stated that the association wants to do more. Rick also added that there is Starry Stonewort in the lake, and he recommends that they treat that specifically at least once this year. The LIB

decided to hold a special meeting on June 23, 2022, at 4:00 PM to set the budget and schedule the public hearing.

By-Laws

Tom asked that a current copy of the By-Laws be given to all of the Board Members for reference. He would like to look at possibly ~~updating~~ reviewing the By-Laws after the public hearing.

Treatment Update

Rick provided a treatment update to the board. He stated that there have been two sonar treatments so far, one on 5/4 and the other on 5/25, with a survey done on 5/31. Rick stated that the weeds are starting to turn brown and drop off from the sonar treatment. The next survey will be done before July 4, and they will most likely do the treatment for the Starry Stonewort soon after.

Program Budget

Rick provided a proposed budget to the board of 26k. The board asked him to provide an increased budget for 30k. Rick stated that in the past, they have provided a budget that accounted for a 2-3% increase each year. He believes that it would be easier, from an accounting standpoint, to do the budget as a five-year average with a contingency built in. He also advised that chemical prices will be increasing, but the amount of chemicals needed for the treatment should go down with time.

Financial Update

Anne provided a financial update to the board with the current balance of \$19,675.65. She also advised that there is one received bill in the amount of \$7,576.20 for the 5/25 Sonar treatment that has not yet been posted and also added that there will be two more consultant invoices at \$2,000.00 each. Once these are posted, the board has a remaining balance of approximately \$8,000.00 for weed treatment and public hearing costs this year.

Vacant Seat

Larry Deuel provided his resignation to the board due to health reasons and left a vacant seat on the board. The Board sent a letter of support to the Douglass Township Board for resident Matt Moorman to fill the vacant seat. The Douglass Township Board supported Matt for the vacant seat. Matt Moorman was elected to the Clifford Lake, Lake Improvement board as the Abutting Property Owner's Representative.

Other Business

No other business at this time.

There being no further business to come before the Lake Board, a motion was made by Matt and seconded by Michon to adjourn the meeting at 4:50 p.m. Motion carried.

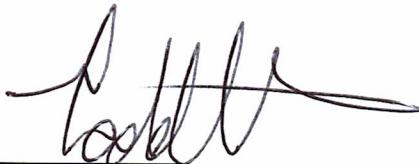


Todd Sattler, Secretary
Clifford Lake, Lake Board

State of Michigan }
 } ss:
County of Montcalm }

I hereby certify that the foregoing is a true and complete copy of the minutes of a meeting of the Clifford Lake, Lake Improvement Board, Montcalm County, Michigan held on June 8, 2022, and that said minutes are on file in the office of the Montcalm County Drain Commissioner and posted on the county website at montcalm.org and are available to the public.

I further certify that notice of the meeting was posted at least 18 hours before the meeting at the office of the Montcalm County Drain Commissioner, which is the principal office of the Clifford Lake, Lake Improvement Board.



Todd Sattler
Montcalm County Drain Commissioner

Clifford Lake Finance Sheet 2018 - 2022 (84002)

Tuesday, June 7, 2022

Date	Vendor	Description	Check Number	Expenses	Revenue	Balance
10/1/2016		Beginning Balance				\$ 20,360.58
10/20/2016	Progressive Architects Engineers PL	Clifford Lk Svcs - 9/30/16	125764	\$ 3,750.00		\$ 16,610.58
1/12/2017	Montcalm County Treasurer	Annual Lake Admin Fees	127527	\$ 1,000.00		\$ 15,610.58
1/26/2017	Progressive Architects Engineers PL	Qtrly Svcs - December; Clifford Lk	127877	\$ 1,750.00		\$ 13,860.58
3/9/2017	Plm Lake & Land Management	Clifford Lk 2017 Permit App Fee	128541	\$ 575.00		\$ 13,285.58
4/27/2017	Progressive Architects Engineers PL	Clifford Lk Qtrly Svcs - 3/31/17	129750	\$ 1,750.00		\$ 11,535.58
5/31/2017	Montcalm County Treasurer	2016 Settlement				\$ 19,500.00
7/20/2017	Plm Lake & Land Management	Clifford Lake Weed Treatment	131488	\$ 8,262.00		\$ 22,773.58
7/20/2017	Progressive Architects Engineers PL	Clifford Lake 2 Qtr Svcs	131489	\$ 1,750.00		\$ 21,023.58
7/27/2017	Plm Lake & Land Management	Clifford Lk; Algae, Lily Pad & Weed Treatment	131710	\$ 4,020.30		\$ 17,003.28
9/14/2017	Montcalm County Treasurer	Annual Lake Admin Funds 17	132757	\$ 1,000.00		\$ 16,003.28
9/28/2017	Stafford Communications Group	Acct:P0185751; Aug	133098	\$ 435.29		\$ 15,567.99
10/19/2017	PLM Lake & Land Management	9/21/2017 Lily Pad Treatment	133452	\$ 2,430.00		\$ 13,137.99
11/9/2017	The Michigan Riparian	Lake Association Subscription		\$ 56.00		\$ 13,081.99
11/9/2017	Progressive Architects Engineers PL	Clifford Lk 3rd Qtr Svcs	133930	\$ 1,750.00		\$ 11,331.99
11/17/2017	Stafford Media	ACCT:P0185751; SEPT' 18	133934	\$ 354.18		\$ 10,977.81
11/16/2017	United States Postal Service	Postage Stamps 11/14	133999	\$ 90.65		\$ 10,887.16
2/1/2018	Progressive AE	4th Quarter Lake Consultant	135610	\$ 2,250.00		\$ 8,637.16
3/8/2018	PLM Lake & Land Management	DEQ Permit Fee	136315	\$ 800.00		\$ 7,837.16
4/26/2018	Progressive AE	2nd Quarter Lake Consultant	135610	\$ 2,250.00		\$ 5,587.16
5/31/2018	Montcalm County Treasurer	2017 Settlement				\$ 22,500.00
7/12/2018	PLM Lake & Land Management	Invoice 189941 Algae & Weed Treatments 5/31	139118	\$ 6,435.00		\$ 21,652.16
7/19/2018	Progressive AE	Invoice #168437 2nd Quarter Lake Consultant	139250	\$ 2,250.00		\$ 19,402.16
8/16/2018	PLM Lake & Land Management	Invoice #191070 Weed & Algae Treatment 7/10	139835	\$ 1,900.25		\$ 17,501.91
8/23/2018	County of Montcalm	Invoice #18-027 Annual Administration	139856	\$ 1,000.00		\$ 16,501.91
9/11/2018	PLM Lake & Land Management	Invoice # 191592 Lily Pad Treatment 7/24	140452	\$ 1,567.50		\$ 14,934.41
9/11/2018	PLM Lake & Land Management	Invoice # 191970 Lily Pad Treatment 8/6	140452	\$ 495.00		\$ 14,439.41
09/13/18	PLM Lake & Land Management	Clipper Treatment 8/15	140452	\$ 467.50		\$ 13,971.91
10/18/2018	Progressive AE	3rd Quarter Lake Consultant	144663	\$ 2,250.00		\$ 11,721.91
11/29/18	The Michigan Riparian	Renewal Subscription	142088	\$ 56.00		\$ 11,665.91
02/28/19	Progressive AE	4th Quarter Lake Consultant	144142	\$ 2,250.00		\$ 9,415.91
03/21/19	MDEQ	2019 DEQ PERMIT APPLICATION FEE/HNM-Q8V7-BB3JO CLIFFORD LAKE	144447	\$ 800.00		\$ 8,615.91
04/18/19	Progressive AE	2nd Quarter Lake Consultant	145070	\$ 2,250.00		\$ 6,365.91
6/3/2019	TREASURERS OFFICE	2018 Settlement				\$ 22,500.00
6/20/2019	PLM Lake & Land Management	Weed Treatment	146448	\$ 9,974.58		\$ 18,891.33
7/11/2019	Progressive AE	3rd Quarter Lake Consultant	146843	\$ 2,250.00		\$ 16,641.33
9/10/2019	PLM Lake & Land Management	TREATMENT WITH DIQUAT, CLIPPER W/AQUATHOL K	148283	\$ 2,780.20		\$ 13,861.13
9/19/2019	Larry Deuel	Invoice #19-030 Reimbursement for water samples	148389	\$ 190.00		\$ 13,671.13
10/10/2019	Progressive AE	4th Quarter Lake Consultant	148811	\$ 2,250.00		\$ 11,421.13
1/30/2020	PLM Lake & Land Management	REIMBURSEMENT FOR PERMIT APPLICATION FEE	151211	\$ 800.00		\$ 10,621.13
1/30/2020	Progressive AE	1st Quarter Lake Consultant	151213	\$ 2,250.00		\$ 8,371.13
5/31/2020	Montcalm County Treasurer	2019 Settlement				\$ 22,500.00
6/18/2020	MLSA	MEMBERSHIP MLSA AND SUBSCRIPTION TO RIPARIAN	153609	\$ 156.00		\$ 30,715.13
7/2/2020	PLM Lake & Land Management	Weed Treatment 6/4/20	153848	\$ 10,602.90		\$ 20,112.23
7/16/2020	Progressive AE	3rd Quarter Lake Consultant	154062	\$ 1,750.00		\$ 18,362.23
9/17/2020	PLM Lake & Land Management	Weed Treatment 8/13/20	155148	\$ 504.90		\$ 17,857.33
10/15/2020	Progressive AE	4th Quarter Lake Consultant	155659	\$ 2,000.00		\$ 15,857.33
10/29/2020	SPICER GROUP	Account Support	156014	\$ 50.00		\$ 15,807.33
1/21/2021	Progressive AE	1st Quarter Lake Consultant	157254	\$ 2,000.00		\$ 13,807.33
3/11/2021	STATE OF MICHIGAN	2021 Permit Fee	158245	\$ 800.00		\$ 13,007.33
4/8/2021	Progressive AE	2nd Quarter Lake Consultant	158616	\$ 2,000.00		\$ 11,007.33
9/30/2020	Clifford Lake	Interest			\$ 45.12	\$ 11,052.45
9/30/2020	Montcalm County	Allocations			\$ 348.36	\$ 10,704.09
4/30/2021	Montcalm County	2020 Delinquent Settlement				\$ 1,794.68
5/1/2021	Montcalm County	2020 Collected Settlement				\$ 20,705.32
6/24/2021	PLM Lake & Land Management	6/2/2021 Algae & Weed Treatment	160014	\$ 9,939.00		\$ 23,265.09
7/6/2021	Progressive Architects Engineers PL (385)	3rd Quarter Lake Consulting Fees	160330	\$ 2,000.00		\$ 21,265.09
7/13/2021	PLM Lake & Land Management	7/1/2021 Algae Treatment	160542	\$ 375.00		\$ 20,890.09
8/12/2021	PLM Lake & Land Management	07/20/2021 Chara/Starry Stonewart Treatment	161055	\$ 50.00		\$ 20,840.09
10/7/2021	Progressive Architects Engineers PL (385)	4th Quarter Lake Consultant	162065	\$ 2,000.00		\$ 18,840.09
10/14/2021	MLSA	MSLA & Riparian Renewal	162314	\$ 142.00		\$ 18,698.09
1/20/2022	Progressive Architects Engineers PL (385)	1st Quarter Lake Consulting Fees	163988	\$ 2,000.00		\$ 16,698.09
1/20/2022	PLM Lake & Land Management (16632)	2022 Permit Fee	163986	\$ 1,600.00		\$ 15,098.09
4/7/2022	Progressive Architects Engineers PL (385)	2nd Quarter Lake Consultant	165494	\$ 2,000.00		\$ 13,098.09
5/23/2022	Montcalm County	2021 Collected Settlement				\$ 21,439.63
5/23/2022	Montcalm County	2021 Delinquent Settlement				\$ 1,060.37
5/26/2022	PLM Lake & Land Management (16632)	05/04/2022 Sonar Treatment	166671	\$ 15,922.44		\$ 19,675.65
		Remaining Balance				\$ 19,675.65

BY-LAWS FOR
CLIFFORD LAKE, LAKE IMPROVEMENT BOARD

Adopted November 12, 1997
Amended September 10, 2003
Amended September 11, 2013

Clifford Lake, Lake Improvement Board, Douglass Township, Montcalm County, Michigan established per the provisions of Inland Lake Improvement Act of 1994 as amended (Part 309 of Public Act 451, public Acts of 1994).

The following have been adopted as the by-laws of said Clifford Lake, lake Improvement Board and shall remain in effect until changed or rescinded by this Board:

1. Regular meetings of the Clifford Lake, Lake Improvement Board, Douglass Township, Montcalm County, Michigan, shall be held at the office of the Montcalm County Drain Commission on the 2nd Wednesday of June and the 2nd Wednesday of September at 4:00 p.m. The 2nd Wednesday of January and the 2nd Wednesday of March will be on call dates for scheduling additional meetings as needed.
2. Special meetings may be called by the chairperson of the Clifford Lake, Lake Improvement Board, or any two members thereof, by servicing on the other members a written notice of the day, time, and place of such special meeting. At least one (1) week notice and not more than two (2) weeks notice shall be required for such special meetings.

Service of the notices for a special meeting shall be by:

- a. delivering the notices to the members personally at least seven (7) days before such meeting is to take place; or
- b. leaving the same at the member's residence with some adult person of the household at least seven (7) days before such meeting is to take place; or
- c. depositing the same in a government mail receptacle, enclosed in a sealed envelope plainly addressed to each member at his or her last known home address, at least seven (7) days before such meeting is to take place.

Service as above prescribed may be made by a member of the Clifford Lake, Lake Improvement Board, the Secretary of the Board, or any employee of the Clifford Lake, Lake Improvement Board.

3. The time and place of all regularly scheduled and special meetings of the Clifford Lake, Lake Improvement Board shall be posted at the Montcalm County Drain Commission office as well as at the Montcalm County Court House.
4. A Standard Agenda for the Clifford Lake, Lake Improvement Board will be established annually at its June meeting.
5. Officers of the Clifford Lake, Lake Improvement Board will be elected annually at its June meeting.

6. All meetings of the Clifford Lake, Lake Improvement Board shall be taped, and said tapes shall be retained by the Montcalm County Drain Commission office for the duration of the project(s).
7. Approval of bills, all changes to Clifford Lake, Lake Improvement Board approved treatment programs, contract modifications or any other changes to board responsibilities, shall only be decided upon at a Clifford Lake, Lake Improvement Board meeting at which at least a quorum is present.
8. The Clifford Lake, Lake Improvement Board shall abide by the Open Meetings Act.
9. The Clifford Lake, Lake Improvement Board shall retain legal counsel whenever a contract is prepared or there is a dispute or misunderstanding regarding any statute.
10. All correspondence regarding Clifford Lake, Lake Improvement Board information or requests shall be sent forthwith to all Clifford Lake, Lake Improvement Board members and the Douglass Township Clerk.
11. All property owners affected by Clifford Lake, Lake Improvement Board decisions requiring public hearings shall be notified of said decisions by First Class Mail. A proof of publication indicating the names and addresses of all property owners notified of the hearings will be prepared and kept on file by the Drain Commission. Any mail returned as undeliverable shall be held on file until the appeal process expires.
12. By-laws may be amended by a majority of the Clifford Lake, Lake Improvement Board members at any meeting of the board provided that the proposed amendment was read at the preceding meeting.
13. The finances of the Clifford Lake, Lake Improvement Board will be administered by the Montcalm County Drain Commission Office. Said office will provide the board with financial summaries at each of its meetings as well as an annual review of the Clifford Lake, Lake Improvement Board's financial status for its June organizational meeting.
14. All resolutions or parts of resolutions in conflict with this resolution are hereby rescinded.

Ayes: Members
Marilyn Enness
Roger Waldron
Sandra Kimball
Franz Mogdis

Nays: Members
None

Motion declared adopted on November 12, 1997
Amended September 10, 2003
Amended September 11, 2013

Secretary of Clifford Lake Board _____
Sandy Raines

CLIFFORD LAKE
LAKE IMPROVEMENT BOARD MEETING

June 8, 2022

4:00 P.M.

Drain Commissioner's Office

ATTENDANCE RECORD

1. Anne Gaylord (MCDC)
2. Tom Koepe
3. John Otto
4. Katie Otto
5. Adam Petersen
6. Meagan Lewis
7. Ashley Wrobel
8. Rick Butryn
9. Math Moerman
10. Joe Tarkowsk
11. _____
12. _____
13. _____
14. _____
15. _____