

**CLIFFORD LAKE**  
**LAKE IMPROVEMENT BOARD**  
**MEETING**

**June 23, 2022**

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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 23<sup>rd</sup> day of June 2022 at 4:00 P.M.

The meeting was called to order by Tom at 4:00 p.m.

**PRESENT:** Tom Koepke, Chairperson  
Todd Sattler, Secretary, Drain Commissioner  
Matt Moorman, Douglass Township Representative

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

**ALSO**

**PRESENT:** John & Katie Otto, Residents  
Rick Buteyn, Progressive A&E  
Ashley Wrobel, Progressive A&E  
Anne Gaylord, Drain Commission

A motion was made by Todd and seconded by Matt to approve the agenda.  
Motion carried.

A motion was made by Todd and seconded by Matt to approve the minutes from June 8, 2022, as amended. Motion carried.

**Public Hearing**

Rick presented a PowerPoint to the Board – this is the PowerPoint that will be presented to the public at the hearing. Tom mentioned that some residents want to do more for the lake in terms of treatment. Rick advised that an increased budget would allow for better chemicals to be used. Anne is to provide a parcel map to Rick to include in the presentation. The board discussed what information would be included in the mailers. The board chose two possible dates for the Public Hearing – August 10 or August 16 at the Douglass Township Hall. Anne will call the hall to check what is available and to reserve the hall.

**Program Budget**

Rick provided a proposed budget of 31k to cover increases in chemical prices and 37k to allow the Board to do additional treatments. Rick advised as to the budget breakdown and how they came to the total budget for the season. Todd and Rick explained that we generally like to propose higher amounts in the beginning of the plan and lower it in later

years if necessary, or if a large surplus is built up. Rick discussed the differences between to two proposed budgets and advised that the higher budget would be a 64% increase per parcel. John stated that in the past, they let the fund balance grow to allow for a contingency.

#### Financial Update

Todd provided a financial update to the board, including the current balance of \$12,099.45.

A motion was made by Todd and seconded by Matt to receive and file the financial report as presented. Motion carried.

#### Other Business

Tom advised that the board had applied for a Grant for Lake Improvement. The grant was awarded to Clifford Lake and a new sign will be installed soon to teach people about lake laws and requirements, including cleaning boats thoroughly before entering the lake.

There being no further business to come before the Lake Board, a motion was made by Matt and seconded by Todd to adjourn the meeting at 5:08 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 23, 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](http://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  
LAKE IMPROVEMENT BOARD  
BUDGET MEETING

June 23, 2022  
4:00 PM

MONTCALM COUNTY DRAIN COMMISSION  
211 W. Main Street  
Stanton, MI 48888

Agenda

- Call to Order
- Approval of Agenda
- Approval of Minutes
  - June 8, 2022
- Public Hearing
- Program Budget
- Financial Update
- Other Business
- Public Comment
- Adjourn

*If you cannot attend the meeting, please call the office at 989-831-7322 or email Anne at [agaylord@montcalm.us](mailto:agaylord@montcalm.us) at least two days prior to the meeting.*

**Board Member**

Tom Koepke, Chairperson  
Todd Sattler, Secretary, Montcalm County Drain Commissioner  
Adam Petersen, Board of Commissioner's Representative  
Michon Wiesen, Douglass Township Representative  
Matt Moorman, Douglass Township Representative

**Clifford Lake Finance Sheet 2018 - 2022 (84002)**

Thursday, June 23, 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	\$ 31,035.58
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	\$ 28,087.16
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	14463	\$ 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	\$ 28,865.91
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	\$ 30,871.13
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	\$ 12,498.77
5/1/2021	Montcalm County	2020 Collected Settlement			\$ 20,705.32	\$ 33,204.09
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 Stonewort 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	\$ 34,537.72
5/23/2022	Montcalm County	2021 Delinquent Settlement			\$ 1,060.37	\$ 35,598.09
5/26/2022	PLM Lake & Land Management (16632)	05/04/2022 Sonar Treatment	166671	\$ 15,922.44		\$ 19,675.65
6/16/2022	PLM Lake & Land Management (16632)	05/25/2022 Sonar Treatment	167076	\$ 7,576.20		\$ 12,099.45
		Remaining Balance				\$ 12,099.45

CLIFFORD LAKE  
LAKE IMPROVEMENT BOARD SPECIAL MEETING

June 23, 2022

4:00 P.M.

Drain Commissioner's Office

ATTENDANCE RECORD

1. John Otto
2. Tom Koepke
3. Matt Marnen
4. Todd Sattler
5. Katje Otto
6. Rick Buteyn
7. Ashley Wrobel
8. Anne Gaylord
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