

**THE MINUTES OF THE MEETING
OF THE
TWIN CREEKS CONSERVANCY DISTRICT**

December 15, 2025

The Twin Creeks Conservancy District met at the South Haven Fire Department at 7 pm.

Board Members present: Dean Efantis, Mark Lippie, Mike Jacob, Sharon Kniola, Brian Groene, Scott Retherford and Theresa Dixon.

Others Participating: Attorney Barkes,
Regular meeting called to order

APPROVAL OF THE MINUTES – Motion made by S. Retherford to approve the November 2025 minutes, seconded by M. Jacob, unanimously approved, motion carried.

Legal

- Performance Award for Clerk: Motion made by S. Kniola to approve 2026 performance award, seconded by T. Dixon, motion carried.
- Real estate property tax December settlement received and will be divided between the two funds
- 2026 budget, preliminary approval, final budget order forthcoming.
- Chelsey has not started work on the collaboration agreement regarding stormwater drainage designations
- Increase board compensation: Motion made by M. Jacob to petition court to modify board compensation to \$100.00 per meeting/\$100 per diem (extra work), seconded by M. Lippie, motion carried.

Financial Statements Report –

November 2025 financials reviewed. Motion made by B. Groene to approve financials as submitted, seconded by M. Jacob, unanimously approved, motion carried. Line-item appropriations movement: motion made by M. Jacob to approve general fund balancing, seconded by S. Kniola, motion carried. Unexpended general fund appropriation monies to be moved to rainy day fund, in the amount of \$14,938. Motion made by S. Retherford to approve moving of unexpended funds to the CIF, seconded by T. Dixon, motion carried

CLAIMS – December 2025 claims presented for payment: Motion made to approve the claims for payment by M. Lippie, seconded by M. Jacob, unanimously approved, motion carried.

Audit of records performed by B. Groene, S. Retherford, D. Efantis. No issues found.

Engineering

- Not present

Chair/Board

- Sign will be placed when ground thaws
- M. Jacob informs board of zoom meeting on Lake Michigan Protecting water webinar
- Board inquired about clerk pay/increase. Clerk will follow up with history of pay over the years.

Public: None present

ADJOURNMENT: Next meeting 01/19/25

There being no further business to come before the Board, M. Jacob motioned to adjourn, seconded by B. Groene, unanimously approved, motion carried.