

**LAGRANGE COUNTY REGIONAL UTILITY DISTRICT
BOARD MEETING MINUTES
OCTOBER 15, 2020**

The LaGrange County Regional Utility District Board met in Regular Session on **Thursday, October 15, 2020** at 4:00 P.M., at 116 E Wayne Street, LaGrange, IN 46761.

MEETING ATTENDANCE:

BOARD MEMBERS:

ROLL CALL Kenneth Hunn – Board Member
 Phil Malone, Vice President
 Kathy Miller, Secretary/Treasurer
 Gerry Turner, President
ABSENT Cletus Schenkel Jr., Board Member

EX-OFFICIO MEMBERS:

ROLL CALL
 Terry Martin, County Commissioner

GENERAL MANAGER: Adam Sams
DISTRICT ADMINISTRATOR: Jeanette Combs

ADVISORS: Steve Henschen, Jones Petrie Rafinski
 Jeff Rowe, Baker Tilly
 Andrew Boxberger

The meeting was called to order by Gerry Turner at 4:00 P.M.

Roll Call was taken by Jeanette Combs.

Kenneth Hunn made a motion to approve the agenda as amended.

- Insert as Item 10G Easement Discussion
- Insert as Item 10G3c Baker Tilly \$2892.25
- Remove Item 6A YTD Report Writer

Motion was seconded by Kathy Miller. Motion carried unanimously.

Motion was made by Kenneth Hunn to approve the September 17, 2020 minutes. Motion was seconded by Kathy Miller. Motion carried unanimously.

Motion was made by Phil Malone to approve the August 2020 Treasurer’s report as presented. Motion was seconded by Kenneth Hunn. Motion carried unanimously.

Jeff Rowe presented a new template for financial reporting beginning in 2021.

Kathy Miller presented the claims docket and journal entries dated 9/18/2020 thru 10/15/2020 to the Board for approval.

- REGISTER OF CLAIMS dated October 15, 2020
\$336,052.16
- JOURNAL ENTRIES dated October 15, 2020
\$14,558,611.62

Motion was made by Kenneth Hunn to approve the Register of Claims and Journal Entries dated 9/18/2020 thru 10/15/2020. Motion was seconded by Kathy Miller. Motion carried unanimously.

Adam Sams presented the General Manager's Report.

Motion was made by Kathy Miller to approve the General Manager's Report. Motion was seconded by Phil Malone. Motion carried unanimously.

The meeting was opened for public comments on non-public hearing issues and items not on the agenda. There were none.

Nick Haman of Great Commission University, operating at 5755 N SR 9 in Howe, IN (property owned by World Olivet Assembly Inc), presented their plans and timeline to make all of their wastewater connections to the Board of Trustees. Great Commission is seeking a time extension to make their connection due to the large number and complexity of the connection that need to be made on the campus.

Motion was made by Kathy Wonderly, due to the unique set of circumstances of having a phased large commercial project actively under remodel/construction, to grant a connection time extension to Great Commission University with the following 3 phase schedule: Phase 1 to be completed by December 31, 2020, Phase 2 started by June 1, 2021 and completed by August 31, 2021, and Phase 3 to be started by April 1, 2022 and completed by July 31, 2022. Motion was seconded by Phil Malone. Motion carried unanimously.

Adam Sams presented a request from Mardell Wilson for the property located at 0525 W 700 N, Howe, IN, to be removed from billing. Adam Sams has confirmed that the structure on the property is actively being demolished and is not a sewage producing structure.

Motion was made by Kenneth Hunn to remove the property located at 0525 W 700 N, Howe, IN from billing. Motion was seconded by Phil Malone. Motion carried unanimously.

Adam Sams presented another request from Mardell Wilson for the property located at 0515 W 700 N, Howe, IN for a time extension to connect. Ms. Wilson claims that USDA has not been responsive in regards to a grant/loan application. Jeanette Combs added that the USDA program is not guaranteed and is a first come first serve program, so it is not promised that Ms. Wilson will receive the assistance after she applies.

Jeanette Combs presented a list of customers provided by Randy McBride that he intends to connect in the very near future.

Gerry Turner stated the following to make sure that the board is in agreement on the following:

- 1- That the board will begin penalizing Region C customers who are not connected \$100 per day
- 2- That is the Board of Trustees intention to reward good faith effort to make the connection by waiving that fee.

- 3- Andy Boxberger will send a customized letter to Mardell Wilson in response to her request.
- 4- Andy Boxberger will send a letter to the remaining Region C customers who have not connected informing them of the \$100 per day penalty.

Motion was made by Kathy Miller to move forward with District's policy to begin penalizing Region C customers who are not connected by 10/15/2020 \$100 per day. Motion was seconded by Kenneth Hunn. Motion carried unanimously.

Steve Henschen gave an update on the punchlist items for the Region C WW Project.

Jeff Rowe presented rate Ordinance 2020-10-15.

Motion was made by Kenneth Hunn to adopt rate Ordinance 2020-10-15. Motion was seconded by Phil Malone. Motion carried unanimously.

Jeff Rowe presented the District's Asset Management Plan. Jeanette Combs will have this on the November agenda for questions.

Adam Sams gave an update on Fawn River Crossing Sewer and negotiations with Sturgis to be released for the service agreement.

Steve Henschen gave an update on the Fawn River Crossing Water Project. Steve presented a Cornerstone Stewards change order in the amount of \$7291.00.

Motion was made by Phil Malone to approve the Cornerstone Stewards change order. Motion was seconded by Kenneth Hunn. Motion carried unanimously.

Steve Henschen gave a construction update on the Region B Treatment area WW Project Phase 1.

Steve Henschen said there is no change order for HRP.

Steve Henschen gave an update on the Region B Treatment area WW Project Phase 2.

Ken Jones gave an update obtaining easements for the Region B Project.

Motion was made by Phil Malone to offer M-1 Management \$500 for the easement. Motion was seconded by Kenneth Hunn. Motion carried unanimously.

Motion was made by Phil Malone to counter offer James and Sandra Hafferty \$1500 for the easement at Lift Station 7. Motion was seconded by Kenneth Hunn. Motion carried unanimously.

Motion was made by Phil Malone to offer James and Sandra Hafferty up to \$2000 for the easement at Lift Station 7. Motion was seconded by Kenneth Hunn. Motion carried unanimously.

Motion was made by Phil Malone to offer Trent and Christine Klophenstine up to \$500 for the easement. Motion was seconded by Kathy Miller. Motion was carried unanimously.

Motion was made by Phil Malone to approve submittal of the following project claims to SRF for disbursement:

- Region B WW Improvement Project Phase 1
 - Pay App Contract A Niblock \$136,876.29
 - Pay App Contract B HRP \$74,872.35
 - Pay App Contract C Selge \$100,004.12
 - Jones Petrie Phase \$175,132.23

Motion was seconded by Kathy Miller. Motion carried unanimously.

Motion was made by Kenneth Hunn to approve submittal of the following project claims to SRF for disbursement:

- Region C Phase 1
 - Jones Petrie Rafinski \$1032.50

Motion was seconded by Kathy Miller. Motion carried unanimously.

Motion was made by Phil Malone to approve submittal of the following project claims to LaGrange County for Disbursement:

- Carson LLP \$2136 Reimbursement
- Jones Petrie Rafinski \$682.50
- Baker Tilly \$2892.25

Motion was seconded by Kathy Miller. Motion carried unanimously.

Adam Sams presented an Aptica LLC renewal contract.

Motion was made by Kathy Miller to approve the Aptica LLC contract. Motion was seconded by Phil Malone. Motion carried unanimously.

Adam Sams addressed the board asking for a wage pool for 2021 to allow him to offer wage and salary increases based on merit.

Motion was made by Kenneth Hunn to approve a pool up to 3% wage and salary increase. Motion was seconded by Phil Malone. Motion carried unanimously.

Jeanette Combs presented September 2020 Adjustments in the amount of \$574.15 and Other Charges in the amount of \$2380.

Motion was made by Kathy Miller to approve the September 2020 Adjustments and Other Charges as stated. Motion was seconded by Phil Malone

Adam Sams presented a request from Cecil Messer at 4255 S 1175 E to be removed from billing. Cecil has removed all plumbing fixtures from the structure and it is only used for storage. The structure was inspected.

Motion was made by Phil Malone to approve Cecil Messer's property to be removed from billing. Motion was seconded by Kenneth Hunn. Motion carried unanimously.

The meeting was opened to Board Member comments.

Motion was made by Kenneth Hunn to adjourn at 6:45 pm. Motion was seconded by Kathy Miller.

Respectfully Submitted,

Jeanette Combs
Recording Secretary