

**LAGRANGE COUNTY REGIONAL UTILITY DISTRICT  
BOARD MEETING MINUTES  
NOVEMBER 19, 2020**

The LaGrange County Regional Utility District Board met in Regular Session on **Thursday, November 19, 2020** at 4:00 P.M., at 116 E Wayne Street, LaGrange, IN 46761.

**MEETING ATTENDANCE:**

**BOARD MEMBERS:**

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

**EX-OFFICIO MEMBERS:**

**ROLL CALL**

**ABSENT**                Terry Martin, County Commissioner

**GENERAL MANAGER:** Adam Sams

**DISTRICT ADMINISTRATOR:** Jeanette Combs

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

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

Roll Call was taken by Jeanette Combs.

Clete Schenkel made a motion to approve the agenda as amended.

- Move Item 10b1 to Item 2

Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Mardell Wilson was present and asked that the Board of Trustees consider waiving her \$100/day penalties for making a late connection to the Region C Wastewater System. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive Mardell Wilson's \$1900 in penalties.

Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes  
Gerry Turner – Yes  
Motion carried.

William Brown was present and asked that the Board of Trustees consider waiving his \$100/day penalties for making a late connection to the Region C Wastewater System. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive William Brown's \$2500 in penalties.  
Motion was seconded by Gerry Turner.

Roll Call:

Kenneth Hunn – Yes  
Phil Malone - Yes  
Kathy Miller - Yes  
Cletus Schenkel – Yes  
Gerry Turner – Yes  
Motion carried.

Susan Neeley was present and asked that the Board of Trustees consider waiving her \$100/day penalties for making a late connection to the Region C Wastewater System. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive Susan Neeley's \$2500 in penalties. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes  
Phil Malone - Yes  
Kathy Miller - Yes  
Cletus Schenkel – Yes  
Gerry Turner – Yes  
Motion carried.

Laurie Lesage was present via zoom and asked that the Board of Trustees consider waiving her \$100/day penalties for making a late connection to the Region C Wastewater System. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive Laurie Lesage's \$2800 in penalties.  
Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes  
Phil Malone - Yes  
Kathy Miller - Yes  
Cletus Schenkel – Yes  
Gerry Turner – Yes  
Motion carried.

Phil Miller was present and asked that the Board of Trustees consider waiving his \$100/day penalties for making a late connection to the Region C Wastewater System. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive Phil Miller's \$500 in penalties. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Andrea Mosier was present via zoom and asked that the Board of Trustees consider waiving her \$100/day penalties for making a late connection to the Region C Wastewater System. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive Andrea Mosier's \$1700 in penalties.

Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Troy Wallace was present and asked that the Board of Trustees consider waiving his \$100/day penalties for making a late connection to the Region C Wastewater System. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive Troy Wallace's \$3400 in penalties. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

John Gilmore was present via zoom and asked that the Board of Trustees consider waiving his \$100/day penalties for making a late connection to the Region C Wastewater System. Mr. Gilmore is referring to 512 Fourth Street owned by Lona Taylor. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive John Gilmore's (Lona Taylor's) \$1200 in penalties. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Motion was made by Clete Schenkel to approve the October 15, 2020 minutes. Motion was seconded by Phil Malone.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Aaron Carmon was present and asked that the Board of Trustees consider waiving his \$100/day penalties for making a late connection to the Region C Wastewater System. It was confirmed that the connection has been completed.

Motion was made by Clete Schenkel to waive Aaron Carman's \$3200 in penalties.

Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Motion was made by Clete Schenkel to approve the October 2020 Treasurer's report as presented. Motion was seconded by Gerry Turner.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Jeanette Combs presented the budget report writer report.

Jeanette Combs presented the claims docket and journal entries dated 10/16/2020 thru 11/19/2020 to the Board for approval.

- REGISTER OF CLAIMS dated November 19, 2020  
\$296,365.92
- JOURNAL ENTRIES dated November 19, 2020  
\$1,159,142.01

Motion was made by Clete Schenkel to approve the Register of Claims and Journal Entries dated 10/16/2020 thru 11/19/2020. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Motion was made by Clete Schenkel to approve the General Manager's Report as presented. Motion was seconded by Phil Malone.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

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

Steve Henschen presented the Region B Phase 2 Bid Results.

Jeff Rowe presented a Funding Analysis for the Region B Phase 2 predicting no need for a rate increase in 2023 due to the project.

Steve Henschen presented the engineer recommendations as follows:

Contract A – Base Bid and Mandatory Alternate Bids 1-7 Selge Construction

\$2,820,176.50

Contract B – Base Bid and Mandatory Alternate Bid 1 Selge Construction \$1,461,885.50

Motion was made by Clete Schenkel to accept the Engineers recommendations and to approve Adam Sams to issue the Tentative Notice of Awards. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Steve Henschen gave a brief update on the Region C Phase 1 project punch list.

Steve Henschen presented an Agreement Amendment for the Region C Phase 1 project between the District and Jones Petrie Rafinski.

Motion was made by Clete Schenkel to approve the Amendment Agreement for the Region C Phase 1 project. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried.

Steve Henschen gave an update on the Region B Treatment Area WW Project Phase 1.

Steve Henschen presented a Change Order for Contract A and a Change Order for Contract B Region B Treatment Area WW Project Phase 1.

Motion was made by Kathy Miller to approve a Change Order for Contract A and a Change Order for Contract B Region B Treatment Area WW Project Phase 1. Motion was seconded by Phil Malone.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Steve Henschen gave a design update on the Region B Treatment Area WW Project Phase 2 and presented a memo update for the status of the easements needed.

Andrew Boxberger presented Bond Ordinance 2020-11-19 for the Region B Treatment Area WW Project Phase 2.

Motion was made by Clete Schenkel to adopt Ordinance 2020-11-19. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Jeff Rowe presented a service agreement between the District and Baker Tilly for the Region B Treatment Area WW Project Phase 2.

Motion was made by Clete Schenkel to approve the service agreement between the District and Baker Tilly for the Region B Treatment Area WW Project Phase 2. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Andrew Boxberger gave an update on the Region C Fawn River Crossing Sewer discussions with Sturgis, MI.

Motion was made by Clete Schenkel to approve submittal of the following project claims for disbursement:

- Region B WW Improvement Project Phase 1
  - Pay App Contract A Niblock \$253,246.54
  - Pay App Contract C Selge \$150,580.46
  - Jones Petrie Phase \$175,132.23
- Region C Phase 1
  - Jones Petrie Rafinski \$1032.50
- LaGrange County for Disbursement:
  - Carson LLP \$168
  - Jones Petrie Rafinski \$682.50

Motion was seconded by Phil Malone.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Adam Sams presented a 2021 Budget Draft. The board will review and discuss in December.

Jeanette Combs presented the 2021 Holiday Schedule.

Motion was made by Kathy Miller to approve the 2021 Holiday Schedule. Motion was seconded by Clete Schenkel.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Jeanette Combs presented the 2021 License and Maintenance Renewal for Key Billing and Key Ledger.

Motion was made by Kathy Miller to approve the 2021 License and Maintenance Renewal for Key Billing and Key Ledger. Motion was seconded by Clete Schenkel.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Jeanette Combs presented a request from Michael Gray to remove his property from billing. Mr. Gray has disconnected, passed inspection and signed an affidavit to not rebuild.

Motion was made by Clete Schenkel to approve removing Michael Gray from billing. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Jeanette Combs presented a request from Timothy Owens to remove his property from billing. Mr. Owens has disconnected, passed inspection and signed an affidavit to not rebuild.

Motion was made by Clete Schenkel to approve removing Timothy Owens from billing. Motion was seconded by Phil Malone.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Jeanette Combs presented a request from Larry Poth to waive his penalties. His payment was returned to him in the mail torn to shreds. Mr. Poth did pay his bill and sent the proof.

Motion was made by Clete Schenkel to waive Mr. Poth's \$7.20 penalty. Motion was seconded by Phil Malone.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Jeanette Combs presented October 2020 Adjustments in the amount of \$-655.20 and Other Charges in the amount of \$43,761.00.

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

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes



Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

The meeting was opened to Board Member comments. There were none.

Motion was made by Clete Schenkel to adjourn at 6:04 pm. Motion was seconded by Phil Malone.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Yes

Kathy Miller - Yes

Cletus Schenkel – Yes

Gerry Turner – Yes

Motion carried

Respectfully Submitted,

Jeanette Combs

Recording Secretary