

**LAGRANGE COUNTY REGIONAL UTILITY DISTRICT
BOARD MEETING MINUTES
JANUARY 21, 2021**

The LaGrange County Regional Utility District Board met in Regular Session on **Thursday, January 21, 2021** at 4:00 P.M., at 116 E Wayne Street, LaGrange, IN 46761.

MEETING ATTENDANCE:

BOARD MEMBERS:

ROLL CALL Kenneth Hunn, Vice President
 Kathy Miller, Secretary/Treasurer
 Gerry Turner, President
 David Gunter, Board Member
ABSENT Phil Malone

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.

Motion was made by Kathy Miller to reappoint Gerry Turner as Board of Trustees President again for 2021, reappoint herself to the position of Board of Trustees Secretary/Treasurer for 2021, and appoint Kenneth Hunn to the position of Board of Trustees Vice President for 2021. Motion was seconded by Kenneth Hunn.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Kathy Miller made a motion to approve the agenda as amended.

- Remove Item 6 December 2020 Treasurer Report
- Remove Item 7 Financial Report
- Add Item 11Ae Jose Luna request to remove penalties
- Reverse the order of Items 11Ea and 11Eb
- Move Item 11G1c to 11G3a, and note the Pay App is for Niblock, not for Selge
- Remove Item 11G2b

Motion was seconded by Ken Hunn.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Motion was made by Ken Hunn to approve the December 17, 2020 minutes. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Jeanette Combs presented the claims docket and journal entries dated 12/18/2020 thru 1/21/2021 to the Board for approval.

- REGISTER OF CLAIMS dated January 21, 2021
\$549,263.73
- JOURNAL ENTRIES dated January 21, 2021
\$952,206.67

Motion was made by Kathy Miller to approve the Register of Claims and Journal Entries dated 12/18/2020 thru 1/21/2021. Motion was seconded by Kenneth Hunn.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Adam Sams presented the General Mangers report.

Motion was made by Ken Hunn to approve the General Manager’s Report as presented. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

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

Jeanette Combs presented the Board with a letter from Maria Sanchez in which Maria asks the Board to consider waiving her late connection penalties. Jeanette Combs confirmed that the property is connected and has been inspected.

Motion was made by Kathy Miller to waive the late connection penalties for Maria Sanchez. Motion was seconded by Ken Hunn.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Absent

Kathy Miller - Yes

Gerry Turner – Yes

David Gunter – Yes

Motion carried.

Jeremy Oliver was present and asked the Board to consider waiving his late connection penalties. Jeanette Combs confirmed that the property is connected and has been inspected.

Motion was made by Kathy Miller to waive the late connection penalties for Jeremy Oliver. Motion was seconded by Ken Hunn.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Absent

Kathy Miller - Yes

Gerry Turner – Yes

David Gunter – Yes

Motion carried.

Jeanette Combs presented the Board with a letter from Julie Arseneau in which Julie asks the Board to consider waiving her late connection penalties. Jeanette Combs confirmed that the property is connected and has been inspected.

Motion was made by Ken Hunn to waive the late connection penalties for Julie Arseneau. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Absent

Kathy Miller - Yes

Gerry Turner – Yes

David Gunter – Yes

Motion carried.

Jeanette Combs presented the Board with a letter from Jose Luna in which Jose asks the Board to consider waiving his late connection penalties. Jeanette Combs confirmed that the property is connected and has been inspected.

Motion was made by Ken Hunn to waive the late connection penalties for Jose Luna. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Absent

Kathy Miller - Yes

Gerry Turner – Yes

David Gunter – Yes

Motion carried.

Nicolas Haman participated in the meeting via Zoom. The Board of Trustees discussed with Nicolas why the Great Commission University Howe Campus has not yet completed it's first phase of the agreed upon timeline for making the wastewater connections. Nicolas was having some trouble hearing electronically. Andrew Boxberger informed Nicolas that he would email him after the meeting to inform him of the Board's decisions regarding the late connections.

Motion was made by Kathy Miller to begin charging the Great Commission University Howe Campus \$100/day late connection penalties effective from January 1, 2021. Motion was seconded by Ken Hunn. The Board members did indicate that they would be willing to talk to the campus leaders if they come back to the Board of Trustees with a revised plan.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Absent

Kathy Miller - Yes

Gerry Turner – Yes

David Gunter – Yes

Motion carried.

Steve Henschen gave an update on the Region B phase 1 project.

The Board was presented with a Proposal with Lori Shipman Consultants for Labor Standards Administration for Region B Phase 2 project.

Motion was made by Kathy Miller to accept the proposal with Lori Shipman Consultants for Labor Standards Administration for Region B Phase 2 project. Motion was seconded by Ken Hunn.

Roll Call:

Kenneth Hunn – Yes

Phil Malone - Absent

Kathy Miller - Yes

Gerry Turner – Yes

David Gunter – Yes

Motion carried.

Steve Henschen gave an update on the Region C WW Project Phase 1 punch list.

Jeff Rowe gave an update on the Region C WW Project Phase 2 financing.

Steve Henschen gave an update on the Region C WW Project Phase 2 Preliminary Engineering report.

Andrew Boxberger gave a brief update on the White Pigeon Sanitary project and rates.

Motion was made by Kathy Miller to approve submittal of the following project claims for disbursement:

- Region B WW Improvement Project Phase 1
 - Pay App Contract A Niblock \$380,283.88
 - Pay App Contract B HRP \$45,703.37
 - Jones Petrie Phase \$30,926.25

Motion was seconded by Ken Hunn.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

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

- Region B WW Improvement Project Phase 2
 - Carson LLP \$989.50

Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

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

- Region C WW Improvement Project Phase 1
 - Pay App Contract B Niblock \$303,813.56
 - Jones Petrie Rafinski \$34,345

Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Motion was made by Ken Hunn to adopt Amended and Restated Wage and Salary Ordinance 2021-01-21. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Adam Sams presented 3 quotes for a new truck. The truck was budgeted for in the 2021 approved budget. Max Platt was the lowest bidder. The truck will also have an aluminum bed.

Motion was made by Kathy Miller to approve the purchase of a new Ford F350 Supercab w/aluminum bed from Max Platt in the amount of \$50766.25. Motion was seconded by Ken Hunn.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Adam Sams presented an agreement for Cyber Security and IT updates with Aptica LLC to be implemented in three phases costing \$19,955.91. The agreement was included in the 2021 approved budget.

Motion was made by Kathy Miller to approve the agreement for Cyber Security and IT updates with Aptica LLC to be implemented in three phases costing \$19,955.91. Motion was seconded by Ken Hunn.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Jeanette Combs presented the Board with a bond covering the five positions in the District staff in which the employee has the authority to write checks and or handles cash. The total bond is a sufficient amount per the District's IDEM order.

Motion was made by Ken Hunn to approve the bond. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Jeanette Combs presented a request from Therma Tru to waive their late fee. After discussion there were no motions made on the subject.

Jeanette Combs presented a requested from Julie Smoker to waive her late fee. After discussion there were no motions made.

Jeanette Combs presented the December 2020 Adjustments in the amount of \$-2997.24 And other charges in the amount of \$56955.00.

Motion was made by Kathy Miller to approve the December adjustments and other charges. Motion was seconded by Ken Hunn.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes

Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Adam Sams discussed the property owned by John Amburgey in Region C with the Board. Adam confirmed that the structure is not a sewage producing structure and is eligible to be charged debt service.

After discussion the board instructed Jeanette Combs to not file any liens on the property at this time. The Board instructed Adam Sams to make contact in writing and inform the property owner that the Board is willing to resolve the issue one of two ways. 1- The property owner can Pay \$6000 (the cost the District has in placing the equipment at the property), then the District will remove the property from billing and waive the late connection penalties. Or 2- The property owner can continue to debt service on the account until the that the District has in placing the equipment at the property has been paid, and the District would waive the late connection penalties. The Board is also asking for proof of when the home last had electrical power.

Adam Sams discussed the property owned by Cynthia Boals in Region C with the Board. Adam confirmed that the structure is not a sewage producing structure and is eligible to be charged debt service.

After discussion the board instructed Jeanette Combs to not file any liens on the property at this time. The Board instructed Adam Sams to make contact in writing and inform the property owner that the Board is willing to resolve the issue one of two ways. 1- The property owner can Pay \$6000 (the cost the District has in placing the equipment at the property), then the District will remove the property from billing and waive the late connection penalties. Or 2- The property owner can continue to debt service on the account until the that the District has in placing the equipment at the property has been paid, and the District would waive the late connection penalties. The Board is also asking for proof of when the home last had electrical power.

The meeting was opened to Board Member comments.

There were none.

Motion was made by Kenneth Hunn to adjourn. Motion was seconded by Kathy Miller.

Roll Call:

Kenneth Hunn – Yes
Phil Malone - Absent
Kathy Miller - Yes
Gerry Turner – Yes
David Gunter – Yes
Motion carried.

Respectfully Submitted,

Jeanette Combs
Recording Secretary