

**LAGRANGE COUNTY REGIONAL UTILITY DISTRICT
BOARD MEETING MINUTES
OCTOBER 20, 2022**

The LaGrange County Regional Utility District Board of Trustees met in Regular Session on **Thursday, October 20, 2022**, at 4:00 P.M., at 116 E Wayne Street, LaGrange, IN 46761.

MEETING ATTENDANCE:

BOARD OF TRUSTEES:

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

EX-OFFICIO MEMBERS:

Terry Martin, County Commissioner

DISTRICT STAFF: Adam Sams, General Manager
Jeanette Combs, District Administrator

ADVISORS: Andrew Boxberger, Carson LLP
Steve Henschen, Jones Petrie Rafinski

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 approve the agenda as amended as follows:

- Insert as Item 9A4 – Grant Agreement
- Insert as Item 9F – Written Commitment
- Insert as Item 9G – Emergency Response Plan

Motion was seconded by Ken Hunn. Motion carried unanimously.

Motion was made by Kathy Miller to approve the September 15, 2022, Regular Session Minutes. Motion was seconded by Ken Hunn. Motion carried unanimously.

Jeanette Combs presented the September 2022 Bank Reconciliations, Fund Report, Revenue w/Estimates Report, and an Appropriation Report.

Motion was made by Ken Hunn to approve the September 2022, Financial reports. Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette Combs presented the claims docket dated 10/20/2022 to the Board for approval.

- REGISTER OF CLAIMS dated 10/20/2022, in the amount of \$725,191.53

Motion was made by Kathy Miller to approve the Register of Claims dated 10/20/2022. Motion was seconded by Ken Hunn. Motion carried unanimously.

Adam Sams presented the General Managers report.

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

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

Steve Henschen gave a project update on the Region C Treatment Area WW Project Phase II. Steve presented the engineers' recommendation to issue a tentative Notice of Award to Niblock.

Penny Price gave a review of the Region C Rate Study.

Andy Boxberger presented a new rate ordinance reflecting the rates suggested in the rate study completed by Baker Tilly.

Motion was made by Ken Hunn to introduce the new Region C Rate. Motion was seconded by Kathy Miller. Motion carried unanimously.

Motion was made by Ken Hunn to approve and issue a tentative Notice of Award to Niblock for the Region C Phase II WW Project. Motion was seconded by David Gunter. Motion carried unanimously.

Andy Boxberger presented a grant agreement from with Lagrange County for \$1.5 million ARPA Funds.

Motion was made by Kathy Miller to approve the grant agreement subject to changes approved by legal counsel and to authorize Gerry Turner to sign the agreement. Motion was seconded by Ken Hunn. Motion carried unanimously.

Steve Henschen stated that we have 78.5% of the grinder easements for the reduced scope project, and still need approximately 30 property owners to provide an easement.

Andy Boxberger said there was no update on the Forced Connection Legal Action for Region C. There are two other outstanding properties that are not connected and continue to be penalized \$100/day and certifying liens.

Steve Henschen presented a construction update for the Region B Treatment Area WW Project Phase 2.

Andy Boxberger began discussion regarding 7 acres of land that the District owns in the Fish/Royer region. Andy stated that Adam has discussed the possibility of selling the property.

After discussion, motion was made by David Gunter to allow Andy to engage an auctioneer to start the process of auctioning the property. Motion was seconded by Ken Hunn. Motion carried unanimously.

Steve Henschen gave a brief update on the FRC Sewer Project.

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

- 1.FRC Water Extension Project – Water Tower Coating - SRF
 - a.Jones Petrie Rafinski - \$2,175.00
- 2.Region B Wastewater Project Phase 2 – SRF
 - a.Jones Petrie Rafinski - \$1,039.00
- 3.Region C Wastewater Project Phase 2 – BAN
 - a.Jones Petrie Rafinski - \$34,499.11
 - b.Carson LLP - \$2,698.73
 - c.Hurd Media Group - \$ 210.02
- 4.Fawn River Crossing Sewer Project – Lagrange Co. RDC Grant
 - a.Jones Petrie Rafinski - \$8,515.00

Motion was seconded by Kathy Miller. Motion carried unanimously.

Andy Boxberger presented a written commitment between the district and a current customer regarding a guesthouse connection that would be connected to property owners' current existing homes grinder station across the road. The goal is to have a document recorded, so that if the property is ever sold, the new owner realizes that they will need to install their own grinder station and make a new connection.

Motion was made by Ken Hunn to approve the written commitment. Motion was seconded by Kathy Miller. Motion carried unanimously.

Adam Sams presented and updated Emergency Response for approval.

Motion was made by Ken Hunn to approve the updated Emergency Response Plan subject to review. Motion was seconded by Kathy Miller. Motion carried unanimously.

Adam Sams requested that the board of trustees approve a salary pool increase of 10% for 2023.

Motion was made by Kathy Miller to approve the 10% salary pool increase for 2023. Motion was seconded by Ken Hunn. Motion carried unanimously.

Adam Sams and Jeanette Combs presented an updated employee handbook. It had been reviewed by the districts legal counsel. Adam stated that there are changes not included that we would like to include removing providing uniforms, and instead giving a clothing allowance of \$300 to operations employees per year, and \$150 to administrative employees per year.

Motion was made by Ken Hunn to approve the updated employee handbook, including the changes discussed. Motion was seconded by David Gunter. Motion carried unanimously.

Jeanette Combs presented the September 2022 Adjustments of -\$59,408.18 and Other Charges of \$21,030.

Motion was made by Kathy Miller to approve the September 2022 Adjustments and Other Charges as presented. Motion was seconded by Ken Hunn. Motion carried unanimously.

Gerry Turner asked if the board members would agree to change the meeting date for November as he has a conflicting commitment. Everyone agreed to change the meeting to November 18th at 2pm.

Motion was made by Ken Hunn to adjourn the meeting at 5:27 p.m. Motion was seconded by Kathy Miller. Motion carried unanimously.

Respectfully Submitted,

Jeanette Combs
Recording Secretary