

**LAGRANGE COUNTY REGIONAL UTILITY DISTRICT
BOARD MEETING MINUTES
MAY 19, 2022**

The LaGrange County Regional Utility District Board of Trustees met in Regular Session on **Thursday, May 19, 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
 Dennis Davis, 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
 Jeff Rowe, Baker Tilly

The meeting was called to order by Gerry Turner at 4:03 P.M.

Roll Call was taken by Jeanette Combs.

Motion was made by Ken Hunn to approve the agenda as amended as follows:

- Remove Item 9L – New Truck
- Remove Item 9M – Mowing Contract
- Add Item 9F3e – Lagrange Standard \$105.01
- Add Item 9F3f – Lakeland Title \$75

Motion was seconded by Kathy Miller. Motion carried unanimously.

Motion was made by Denny Davis to approve the April 21, 2022, minutes. Motion was seconded by Kathy Miller. Motion carried unanimously.

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

Motion was made by Kathy Miller to approve the April 2022, Financial reports. Motion was seconded by Dennis Davis. Motion carried unanimously.

Jeanette Combs presented the claims docket dated 5/19/2022 to the Board for approval.

- REGISTER OF CLAIMS dated 4/21/2022, in the amount of \$1,124,664.43

Motion was made by Dennis Davis to approve the Register of Claims dated 4/21/2022. Motion was seconded by David Gunter. 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.

Jeff Rowe presented the District's 2021 Financial Management Report.

Motion was made by Dennis Davis to include an allocation based on EDU's (Equivalent Dwelling Unit) for Region C in the \$300,000 Operating and Maintenance Reserve.

Motion was made by Kenn Hunn to approve the 2021 Financial Management Report. Motion was seconded by Dennis Davis. Motion carried unanimously.

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

Steve Henschen presented Contract A Change Order #11 for the Region B Treatment Area WW Project Phase 2 in the amount of \$8,644.

Motion was made by Kenn Hunn to approve Contract A Change Order #11 for the Region B Treatment Area WW Project Phase 2 in the amount of \$8,644. Motion was seconded by Dennis Davis. Motion carried unanimously.

Andy Boxberger gave an update on the Forced Connection Legal Action for Region C.

Steve Henschen gave an update for the Region C Treatment Area WW Project Phase 2 including Design, Bidding, Easements and Permitting

Andrew Boxberger presented Resolution 2022-05-19 (D); A Resolution Approving the Method for the Determination of Just Compensation. This method is to be used when it is necessary to purchase an easement in the Region C Phase II Wastewater Project.

Motion was made by David Gunter to adopt Resolution 2022-05-19 (D). Motion was seconded by Kathy Miller. Motion carried unanimously.

Andy Boxberger stated that he is still waiting for the Grant Agreement for the Fawn River Crossing Sewer project to be signed by the Lagrange County Redevelopment Commission. His understanding is that they are supposed to sign it during their next meeting.

Steve Henschen presented a proposal from Shipman Consulting for wage rate compliance for the Water Tower Coating Project.

Steve Henschen presented the Engineer's recommendation on bids for the Water Tower Coating Project. The recommendation was for the apparent low bidder, LC United Painting Company, Inc. in the total bid amount of \$156,000.

Motion was made by Kathy Miller to accept and approve a Tentative Notice of Award to LC United Painting Company, Inc. in the bid amount of \$156,000. Motion was seconded by Kenn Hunn. Motion carried unanimously.

Motion was made by Dennis Davis to approve the proposal from Shipman Consulting for wage rate compliance for the Water Tower Coating Project not to exceed \$4000. Motion was seconded by Kenn Hunn. Motion carried unanimously.

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

- 1.FRC Water Extension Project – SRF
 - a.JPR (Water Tower Coating) - \$4282.50
- 2.Region B Wastewater Project Phase 2 – SRF
 - a.Pay App Contract A – Selge \$127,644.18
 - b.Jones Petrie Rafinski - \$24,856.25
- 3.Region C Wastewater Project Phase 2 – BAN
 - a.Jones Petrie Rafinski - \$63,825.10 (split)
 - b.Carson LLP - \$4,848.00
 - c.Pitney Bowes - \$550.00
 - d.Kendricks Stationers - \$30.58
 - e.Lagrange Standard - \$105.01 (added w/agenda amendment)
 - f.Lakeland Title - \$75 (added w/agenda amendment)
- 4.Region C Wastewater Project Phase 1 – SRF
 - a.Jones Petrie Rafinski - \$2,216.00 (split)

Motion was seconded by Kathy Miller. Motion carried unanimously.

Andrew Boxberger presented Resolution 2022-05-19 (C) Designating an official to be Responsible for Electronic Publications. Andy stated that the law changed last year permitting the District to publish certain publication with the first publication in the newspaper, and the second publication on the District's website.

Motion was made by Dennis Davis to appoint Jeanette Combs as the Designated Official Responsible for Electronic Publications. Motion was seconded by Kathy Miller. Motion carried unanimously.

Andrew Boxberger presented Resolution 2022-05-19 (A) Amending the Ordinance relating to the acceptance of electronic funds transfer for payment of the rates and charges.

Motion was made by Dennis Davis to adopt Resolution 2022-05-19 (A). Motion was seconded by Kathy Miller. Motion carried unanimously.

Andrew Boxberger presented Resolution 2022-05-19 (B) Amending the Ordinance concerning the small purchase policy.

Motion was made by Kenn Hunn to adopt Resolution 2022-05-19 (B). Motion was seconded by Dennis Davis. Motion carried unanimously.

Jeanette Combs presented the group health, life, dental, vision renewals from United Health and Guardian Life Insurance. United Health includes a 7% increase in premiums, Guardian Life had no increase. Jeanette's recommendation is to accept the renewal offers.

Motion was made by Kathy Miller to approve the renewal offers for United Health and Guardian Life. Motion was seconded by Kenn Hunn. Motion carried unanimously.

Andrew Boxberger stated that he had not heard back from Invoice Cloud yet regarding some changes he added to the Service Agreement. Jeanette Combs stated she just received the email during this meeting and would forward that to Andy.

Jeanette Combs presented a request from Thomas and Laurie Dague to be removed from billing for the property located at 35 Ln 135 Turkey Lake. Adam verified that the structure is to be torn down, but they are waiting for a contractor. Adam confirmed that this is a non-sewage producing structure.

Motion was made by Kathy Miller to approve Thomas and Laurie Dague to be removed from billing. Motion was seconded by Kenn Hunn. Motion carried unanimously.

Jeanette Combs stated that it was time again for the District to appoint someone to vote for the REMC Board of Directors.

Motion was made by Kathy Miller to appoint Adams Sams to vote for the REMC Board of Directors on behalf of the District. Motion was seconded by Kenn Hunn. Motion carried unanimously.

Jeanette Combs presented the April 2022 Adjustments of \$666.32 and Other Charges of \$7,465.

Motion was made by Dennis Davis to approve the April 2021 Adjustments and Other Charges as presented. Motion was seconded by Kathy Miller. Motion carried unanimously.

Andrew Boxberger stated that the Invoice Cloud Service Agreement looked good to him. Jeanette stated that the Board had not yet voted as to if the fee for auto debit would be passed on to the customers or if the District would absorb those fees. It was determined that this subject could be discussed at a different time allowing more time for discussion.

Motion was made by Dennis Davis to approve the Invoice Cloud Biller Agreement. Motion was seconded by Kathy Miller. Motion carried unanimously.

The meeting was opened to Board of Trustees member comments. There were none.

Motion was made by Ken Hunn to adjourn at 5:41 pm. Motion was seconded by Kathy Miller. Motion carried unanimously.

Respectfully Submitted,

Jeanette Combs
Recording Secretary