

**LAGRANGE COUNTY REGIONAL UTILITY DISTRICT
BOARD MEETING MINUTES MARCH 21, 2023**

The LaGrange County Regional Utility District Board of Trustees met in Regular Session on **Tuesday, March 21, 2023**, at 3:00 PM, at 116 E Wayne Street, LaGrange, IN 46761.

MEETING ATTENDANCE:

BOARD OF TRUSTEES:

ROLL CALL Kenneth Hunn, President
 Nicole Heffelfinger, Vice President
 Kathy Miller, Secretary/Treasurer
 David Gunter, Board Member
 Michael Mohrman, 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 Ken Hunn at 3:00 P.M.

Roll Call was taken by Adam Sams.

Motion was made by Michael Mohrman to approve the agenda as amended.

Change Item 9H3 to Notice of Award
Change Item 9H4 to Approval of Construction Contract
Change Item 9H5 to Notice to Proceed
Add After Item K – Paul Fisher request to waive penalty.

Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Motion was made by Nicole Heffelfinger to approve the February 21, 2023, Regular Session Minutes. Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette had to step out of the meeting to print the 2022 Financial Management Reports. The February 2023 Financial Reports and Claims were skipped on the agenda until she returns.

Adam Sams presented the General Managers report.

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

Jeanette Combs presented the February 2023 Fund Report to the Board, and the Bank Reconciliations to Kathy Miller for review.

Motion was made by Michael Mohrman to approve the February 2023, Financial reports. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeanette Combs presented the claims docket dated 3/21/2023 to the Board for approval.

- REGISTER OF CLAIMS dated 3/21/2023, in the amount of \$767,576.88.

Motion was made by Nicole Heffelfinger to approve the Register of Claims dated 3/21/2023. Motion was seconded by David Gunter. Motion carried unanimously.

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

Lou Zabona was present to walk through some of the Districts insurance coverage and to answer any questions the Trustees might have. Unfortunately, the renewals are not yet available.

Michael Mohrman made a motion to allow Adam Sams to approve the insurance renewal that includes up to a 6% increase from last year. Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeff Rowe presented the 2022 Water and Sewer Financial Management Reports to the Trustees.

Motion was made by David Gunter to accept the 2022 Water and Sewer Financial Management Reports as presented. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeff Rowe stated that he has a draft on his desk for review, but it has to be certified. Steve Henschen stated that it would be available for the board meeting next month.

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

Steve Henschen presented Change Order 14 for Contract A for the Region B Treatment Area WW Project Phase 2 in the amount of \$12,226.39.

Motion was made by Nicole Heffelfinger to approve Change Order 14 for Contract A for the Region B Treatment Area WW Project Phase 2 in the amount of \$12,226.39. Motion was seconded by Michael Mohrman. Motion carried unanimously.

Steve Henschen presented Change Order 9 for Contract B for the Region B Treatment Area WW Project Phase 2 in the amount of \$15,564.50.

Motion was made by Michael Mohrman to approve Change Order 9 for Contract B for the Region B Treatment Area WW Project Phase 2 in the amount of \$15,564.50. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Steve Henschen gave a project update on the Region C Treatment Area WW Project Phase II and easement update.

Steve Henschen presented a proposal for service for Shipman Consulting in the amount of \$15,000 for the Region C Treatment Area WW Phase II Project.

Motion was made by Michael Mohrman to approve the Shipman Consulting in the amount of \$15,000 for the Region C Treatment Area WW Phase II Project. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Andy Boxberger presented a Region C Treatment Area WW Project Phase III Amended Bond Ordinance.

Motion was made by David Gunter to adopt Ordinance 2023-03-21. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Andy Boxberger updated the Board of Trustees that White Pigeon Sanitary is no longer interested in taking Region D on as their customers.

Steve Henschen gave an update on the Fawn River Crossing Sewer Project.

Andy Boxberger presented an amended grant agreement between the District and the Lagrange County Redevelopment Commission for the Fawn River Crossing Sewer Project.

Motion was made by Michael Mohrman to approve the amended grant agreement between the District and the Lagrange County Redevelopment Commission for the Fawn River Crossing Sewer Project. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Steve Henschen presented a Formal Notice of Award, a Notice to Proceed, and a Construction Contract (Adam to sign) for the Fawn River Crossing Sewer Project contingent upon a fully executed grant agreement.

Motion was made by Michael Mohrman to approve the Formal Notice of Award, Notice to Proceed, and Construction Contract (Adam to sign) for the Fawn River Crossing Sewer Project contingent upon a fully executed grant agreement. Motion was seconded by David Gunter. Motion carried unanimously.

Motion was made by Nicole Heffelfinger to approve submittal of the following project claims for disbursement:

1. Region B Wastewater Project Phase II – SRF
 - a. Jones Petrie Rafinski - \$6,845.00
 - b. Selge Contract A - \$13,460.44
 - c. Selge Contract B - \$31,245.00 Final
2. Fawn River Crossing Sewer Project – Lagrange Co. RDC Grant
 - a. Jones Petrie Rafinski - \$9,985.58
3. Region C Treatment Area WW Project Phase II – ARPA Grant
 - a. Jones Petrie Rafinski - \$24,536.63
 - b. Carson LLP - \$552.00

Motion was seconded by David Gunter. Motion carried unanimously.

Adam presented for the boards consideration quotes to purchase a new spreader, that includes trading in our existing one.

Motion was made by Michael Mohrman to approve the trade in / purchase of a new spreader in the amount of \$20,300. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeanette Combs presented a second request from Kathy Zoucha to waive her late fee in the amount of \$8.04.

Motion was made by David Gunter to deny the request of Kathy Zoucha to waive her late fee. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

After discussion and consideration, motion was made by Michael Mohrman to allow the administrative staff to waive a one-month penalty for a customer, who is not currently an auto pay customer if they enroll in auto pay. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeanette Combs presented the February 2023 Adjustments of \$180.60 and Other Charges of \$23,965.

Motion was made by David Gunter to approve the February 2023 Adjustments and Other Charges as presented. Motion was seconded by Michael Mohrman. Motion carried unanimously.

Board member comments – Ken Hunn asked Adam Sams about how involved he is with being on site and watching construction progress. Ken also asked about “Remaining Funds” and confirmed that this type of funding is only offered in a project and will go away.

Motion was made by Nicole Heffelfinger to adjourn the meeting at 4:50 p.m. Motion was seconded by Michael Mohrman. Motion carried unanimously.

Respectfully Submitted,

Jeanette Combs
Recording Secretary