

LAGRANGE COUNTY REGIONAL UTILITY DISTRICT BOARD MEETING
MINUTES JANUARY 21, 2025

The LaGrange County Regional Utility District Board of Trustees met in Regular Session on **Tuesday, January 21, 2025**, at 3:00 PM, at 2575 N SR 9, 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

ABSENT Michael Mohrman, Board Member

EX-OFFICIO MEMBERS:

ABSENT 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 Ken Hunn at 3:00 P.M.

Roll Call was taken by Jeanette Combs.

Motion was made by Kathy Miller to nominate Ken Hunn to remain serving in his role as the President of the Board of Trustees for the year 2025. Motion was seconded by Nicole Heffelfinger. The motion carried unanimously.

Motion was made by Kathy Miller to nominate Nicole Heffelfinger to remain serving in her role as the Vice President of the Board of Trustees for the year 2025. The motion was seconded by David Gunter. The motion carried unanimously.

Motion was made by Nicole Heffelfinger to nominate Kathy Miller to remain serving in her roll as the Secretary/Treasurer of the Board of Trustees for the year 2025. The motion was seconded by David Gunter. The motion carried unanimously.

Motion was made by David Gunter to approve the agenda as presented.
Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Motion was made by Kathy Miller to approve the Regular Session Minutes for December 17, 2024. The motion was seconded by David Gunter. Motion carried unanimously.

Jeanette Combs presented the Fund Report for December 2024. The Bank Reconciliations for December 2024 were balanced and were presented to Kathy Miller for review. Jeanette also told the board members that she would be emailing them a copy of the appropriation report

for 2024 that could be discussed at the February meeting.

Motion was made by Nicole Heffelfinger to approve the December 2024 Financial reports. The motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette Combs presented the claims docket dated 1/21/2025 to the Board for approval in the amount of \$2,355,479.29.

Motion was made by David Gunter to approve the Register of Claims dated 1/21/2025 in the amount of \$2,355,479.29. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Adam Sams presented the General Manager's report.

Motion was made by Nicole Heffelfinger to approve the General Manager's Report as presented. The motion was seconded by Kathy Miller. Motion carried unanimously.

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

Steve Henschen updated the board on the quote(s) received for the Region A Pump Station Discharge Piping Replacement Project. Steve stated that four quotes were solicited. Schueller Treatment Solutions and Mason Engineering responded that they would not be submitting quotes based on their current workload. Niblock did not respond with a quote or a response. Selge did respond with a formal quote of \$57,500. Steve stated that he had discussed the quote with Andy Boxberger and that Andy feels that we are still compliant with the law because the estimated amount of the project at the time of soliciting quotes was less than \$50,000. Steve stated that Selge understands the contract and timeline of the project to be completed by April 15, 2025. It is his recommendation that the board accept/approve the Selge quote of \$57,500, and authorize the execution of the contract, and authorize Adam Sams to issue a Notice to Proceed upon receipt of an executed agreement from Selge and the receipt of proper insurance certificates.

Motion was made by Kathy Miller to authorize the execution of the contract with Selge Construction for \$57,500, and authorize Adam Sams to issue a Notice to Proceed upon receipt of an executed agreement from Selge and the receipt of proper insurance certificates. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Steve Henschen gave a construction update on the Region C Phase II WW Project and a brief update on the Phase III Funding.

Steve Henschen presented Change Order #10 for the Region C Phase II WW Project in the amount of \$6,599.

Motion was made by Nicole Heffelfinger to approve Change Order #10 for the Region C Phase II WW Project in the amount of \$6,599. Motion was seconded by Kathy Miller. Motion carried unanimously.

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

1. Region C Treatment Area WW Project Phase II – SRF
 - a. Niblock Pay Application #12 - \$274,316
 - b. Jones Petrie Rafinski - \$99,404
 - c. Shipman Consulting - \$1,875

The motion was seconded by Kathy Miller. Motion carried unanimously.

Adam Sams presented a General Legal Services Agreement for Carson LLP.

Motion was made by Nicole Heffelfinger to approve the General Legal Services Agreement for Carson LLP. Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette Combs presented a Master Services Agreement and a Financial Management Report Agreement for Baker Tilly. Jeanette stated that she did have Andy Boxberger review the agreements and they are the same as we have had in the past with the exception of the rate of pay.

Motion was made by Kathy Miller to approve the Baker Tilly Master Services Agreement. The motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Motion was made by Nicole Heffelfinger to approve the Financial Management Report with Baker Tilly. Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette Combs explained to the board that with the wage and salary ordinance that was approved, there would need to be an amendment to the 2025 budget line item 410 for the General Managers wages.

Motion was made by David Gunter to approve the amendment to the 2025 budget changing the line item 410 for the General Managers wages from \$108,219 to \$114,100. Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette Combs presented a request from Artisan Investment Group to have an account removed from billing. The property is in Elkhart County and is vacant. The County had the structure removed in 2023. The County nor the previous owner followed through with the proper paperwork, however the new property owner has.

Motion was made by Kathy Miller to remove the Artisan Investment Group account from billing. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeanette Combs presented the December 2024 Adjustments in the amount of \$141.25 and Other Charges of \$5,490.

Motion was made by Kathy Miller to approve the December 2024 Adjustments and Other Charges as presented. The motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

The meeting was opened for Board Member comments.

David Gunter asked if the Great Commission college has brought up the water subject regarding the Lima Brighton School they recently purchased. Adam Sams said they have not reached out to him about that, and that it would be a question for IDEM. David also asked if they had reached out about getting water from the District to the campus. Adam stated that he has not heard from them.

Motion was made by Kathy Miller to adjourn the meeting at 3:58. Motion was seconded by David Gunter. Motion carried unanimously.

Respectfully Submitted,

Jeanette Combs
Recording Secretary