

LAPORTE COUNTY REGIONAL SEWER DISTRICT MEETING

Zoom Meeting
May 20th, 2021
9:00 a.m.

Time and Place:

The May 20, 2021, LaPorte County Regional Sewer & Water District meeting was held on May 20th, 2021, by Zoom meeting.

Attendees:

Meeting was called to order at 9:00 a.m. by Mitch Bishop, roll call was taken for those attending by Zoom, Present included the following, Mitch Bishop, Marcella Kunstek, John Carr, Dalia Zygus, Mark Danielson, and Amanda Lahners. Not Present Jerry Jackson (joined the meeting @9:03 a.m.)

Approval of Minutes:

Mark Danielson made the motion to approve the minutes from the monthly board meeting on April 15, 2021. Marcella Kunstek seconded the motion.

A Roll Call vote was as follows: Mitch Bishop-Yes, Marcella Kunstek-Yes,

Jerry Jackson joined the meeting at 9:03 a.m. Jerry Jackson-Yes, John Carr-Yes, Dalia Zygus-Yes, Mark Danielson-Yes and Amanda Lahners-Yes.

Motion passes.

Public Comments:

Mitch Bishop opened the public comments. Mitch stated as follows, “Anyone wishing to speak please state your name and address and will be allowed 3 minutes to speak to the board.”

Joyce Forbes – 7661 East Lake Park Avenue, New Carlisle, IN

Former Hudson Township Trustee – Since 203 Hudson/Saugany Lake have worked with Ken Jones from JPR to put together a preliminary survey for both lakes and present it to the board. At that time, they could not move forward on it. I have been to most board meetings and have been waiting in the wings for the board to work on a system – it is kind of critical because the average home age is over 50 years, and the size of our lots are under the 10,000 square footage that is now required. My concern is that I do not want to be put aside. 2 reasons for addressing the board currently. We watched as you took on the Toll Road. That would illuminate the need for building a WWTP at this time – that is a plus. It makes economic sense to lump Hudson and Saugany Lake together mainly because of the numbers. Less than 10% of our septic systems are recorded with the County. The newest subdivision was done in 1995 – so those septic systems are older than the life span of a septic system of 20 years. So, there are a couple things that come to mind that this board could do now that the Rolling Prairie project is under way. You do have opposition – there is always opposition to every project. The board could put together a committee – maybe you already have – I have missed a few meetings. Or to do a Master Plan or review – Fish Lake is another lake that needs help. I would be willing to help on that committee as ex-officio of that board. So, I am just letting all of you know that we are all very concerned out here in Hudson Lake and we are hoping that we can be next up on your project list.

Mitch Bishop replied that Structure Point did do a Lake Michigan Basin in 2009 – it only covers improvements in the Lake Michigan Watershed – that is all that is available to us now. It is a very good idea with other lake communities like Fish Lake, Union Mills, and would make sense to have a future Plan Document. It would help us with procuring grants, etc.

Joyce indicated that the Federal Government is releasing money due to Covid, and LaPorte County should be getting money. Mitch indicated that he did mention that at the last meeting.

Mitch Bishop asked if there were any other public comments, no one spoke up, so he closed the public comments.

Reports - Finance Staff:

Steve Carter, the Board's accountant, presented the board with the following reports:

- 1.) Financial Report
 - A.) Horizon Bank Checking-Rolling Prairie Account - had a beginning balance of \$36,135.29 as of April 1, 2021.
 1. Deposits 59,812.65 (T.R. payment)
 2. Interest Paid \$.51
 3. Disbursements: \$2,638.07 (\$56,890.87 to TR account) in Operation Expenses
 - B.) Horizon Bank Checking had an ending balance of \$36,419.51 as of April 30, 2021.
- 2.) Toll Road
 - A.) Beginning balance \$69,387.44 as of April 1, 2021.
 1. Deposits \$82,322.37
 2. Interest Paid: \$.72
 3. Disbursements: \$24,948.30
 - B.) Account Ending balance as of April 30, 2021, is \$126,762.23.
- 3.) Hoosier Fund:
 - A.) Beginning balance \$250,395.67 as of April 1, 2021.
 1. Interest Paid: \$61.76
 - B.) Hoosier Fund ending balance as of April 30, 2021, is \$250,457.43.
- 4.) Claims
Steve Carter presented claims in the amount of \$49,072.32.

Mark Danielson made the motion to approve the claims in the amount of \$49,072.32. Jerry Jackson seconded the motion.

A Roll Call vote was as follows: Mitch Bishop-Yes, Marcella Kunstek-Yes, Jerry Jackson-Yes, John Carr-Yes, Dalia Zygus-Yes, Mark Danielson-Yes and Amanda Lahners-Yes.

Motion passes.

Reports:

Astbury:

Chris Vogeler indicated no new reports since last meeting.

- Sludge – hauling next week 5-6 loads from the plant. Have not done it in over a year due to Covid. Did not need to do it when flow was low – will normally do it a couple times a year.
- Johnson is the hauler. Jerry Jackson informed the board that he is a consultant, and it was determined if there was anything to vote on Jerry would abstain. However, the pricing is under Astbury's contract.

JPR - Billing/Collections/Lien

- Nothing new –

Phase II Update:

Dan Byam, Engineer from JPR, attended to give an update on Phase II - For the last month -

- South side of town contractor has installed all sewers and only a few pump stations need startups. North side of town sanitary sewers are installed along Hatfield Street along Walker to Ludlow. Ludlow Street all the way by east end by the school out to 425 and as of today it sounds like they will be finishing up 425. Woodruff also installed both chemical feed systems at both lift stations.
- In the next period Woodruff is looking at installing sewer on Ludlow from 425 to the West, and the stuff on Oakdale, Rolling, and Meadow Oak Drive, a little subdivision/neighborhood there. And starting up the pump stations.
- There is a chance at the next board meeting Woodruff may have everything in the ground.
- Pay App#2 in the amount of \$449,818.22. Both Dan Byam and Josh Thomas reviewed the quantities and recommend payment.

Mark Danielson made the motion to approve Woodruff & Sons Pay App #2 in the amount of \$449,818.22. Jerry Jackson seconded the motion.

A Roll Call vote was as follows: Mitch Bishop-Yes, Marcella Kunstek-Yes, Jerry Jackson-Yes, John Carr-Yes, Dalia Zygus-Yes, Mark Danielson-Yes and Amanda Lahnerns-Yes.

Motion passes.

- Change Order #3 – which was discussed last months meeting. Cost did increase due to a few reasons. Changed 6” to 8” main up Poplar Street for the bar and house connection and included a manhole, relocating a sanitary lateral from Mechanic Street to Poplar Street and structure backfill, pavement replacement and we have lumped in a couple of other items.
- The first thing, per Jerry, is Tracer Towers. These are for locators and Jerry as requested 4 of them be installed for each panel that is being installed. This will allow for more accurate tracing of the system. That totals about \$4,500 of the change order amount.
- Additionally, since the bid prices of the materials have gone up. That amount is approximately \$1,600 and the change order has confirmation of that amount from Ferguson their supplier.
- The total amount of the Change Order #3 came out to \$39,834.44. Dan has already run it by IDEM and SRF – IDEM has already approved it and SRF has already said it will not require an amended PER.

- Mark Danielson asked if with this Change Order if they would still be looking good on the contingency funds. Dan Byam indicated that first 2 Change Orders resulted in a net savings of about \$17,000. When you factor in this Change Order you have \$77,000 left in contingency funds, and we are well over halfway through the project.

Jerry Jackson made the motion to approve Change Order #3 in the amount of \$39,834.44. Dalia Zygus seconded the motion.

A Roll Call vote was as follows: Mitch Bishop-Yes, Marcella Kunstek-Yes, Jerry Jackson-Yes, John Carr-Yes, Dalia Zygus-Yes, Mark Danielson-Yes and Amanda Lahners-Yes.

Motion passes.

Jerry Jackson announced he had to leave the meeting – time 9:28 a.m.

- Grinder Station serving 4877 & 4895 N 425 East – Rosa Property. An Extension Kit is made Environment Grinder Pump is a field extension Kit – gasket fitting that can slip over the tank if you do not have adequate fall to get to it. Dan has asked the contractor to get pricing to lower the grinder 2 feet to get adequate fall for the property owner.
- Josh Thomas met with Mr. Rosa last week and looked at his depth where he comes out in the back of his home. Rosa indicated that his basement is finished. Josh believes the 2-foot extension is the best option.
- Dan indicated that he did not think the cost would be more than a few thousand dollars.
- Mark Danielson asked if this Change Order were only helping this one property or if it would benefit anyone else. Dan indicated that it appeared by lowering it by 2 feet – it could help approximately 4 homes around it.
- It was determined that if the Change Order fell within the already board authorized \$5,000 or less amount then Mitch had authority to sign it outside the regular monthly meeting.
- Sewer Connection Guidelines Meeting Date Notice – Saturday, June 5, 2021, at 10:00 a.m. – Fire Department, 3 W. Michigan Street. Does not have to be in paper as a public notice – but paper might do an article on the upcoming meeting. Notice of the Meeting will be on the website – even though it is new and not everyone is aware of it yet. Flyers were displayed around town where they were allowed and left at the library.
- Barry also wanted to make sure that board members did not attend the meeting and a quorum was met – otherwise there would be an issue.
- Discussion on how to get the Notice out to the public and contractors for the meeting was discussed and various individuals and contractors who had contacted the board and Jennifer would get an email along with others. If anyone has a list of contractors, they want the Notice sent to, send it to Jennifer and she will email or mail it to them.

New Business:

- Sewer Exemption – 4087 E. Rolling Drive, Rolling Prairie, IN. Property owner followed through with his septic inspection and process and was approved by the Health Department. This exemption does not continue if the current homeowner sells the property.

Marcella Kunstek made the motion to approve sewer exemption at 4087 E Rolling Drive per the Health Department letter dated April 9, 2021. Dalia Zygus seconded the Motion.

A Roll Call vote was as follows: Mitch Bishop-Yes, Marcella Kunstek-Yes, John Carr-Yes, Dalia Zygas-Yes, Mark Danielson-Yes and Amanda Lahners-Yes.

Motion passes.

- Website – Launched - laportecountyrds.org – still shy of information but will continue adding information as we continue.
- IN 811 – USIC Contract was signed and approved. Finalized and approved and started on May 10, 2021.
- FOIA Policy/Procedures- Attorney McDonnell discussed as we move forward and have other projects, we should formalize the form and policy instead of having an email sent to Jennifer requesting information. Attorney McDonnell indicated that he would work on formalizing the form and policy and get with Jennifer. Attorney McDonnell also indicated, as he previously has, that FOIA requests are not a question-and-answer situation, but actual documents which are in the possession of the board.
- Ken Jones from JPR, also indicated that the FOIA he believed was for specific documents shared with the board in public meetings. Ken indicated that some of the FOIA requests are just questions and not a FOIA.
- Barry indicated he had never heard it phrased as shared at a public meeting but that it is documents in the possession of a public entity. However, there are exemptions as in his discussions with the board, claims against the board, litigation, personnel matters, etc.
- The Statute is short regarding the FOIA. The reply acknowledging receipt of the FOIA has a certain amount of required time to reply, but there is not an amount of time to reply to the FOIA.
- Ken Jones indicated that it is not necessary to have a FOIA for a property owner to get answers to questions. If a property owner wants answers, they can contact JPR, and we can provide information and the board can figure out how to pay for those copies and services. Barry indicated that the board is very transparent in what they do and has not hidden anything they are working on.
- Sewer Connection Guidelines – Changes were made which were suggested by Jerry. Page 3, #2 – need to change to LaPorte County Regional Sewer and Water District.

Mark Danielson made the motion to approve the Sewer Connection Guidelines with the changes mentioned. Marcella Kunstek seconded the Motion.

A Roll Call vote was as follows: Mitch Bishop-Yes, Marcella Kunstek-Yes, John Carr-Yes, Dalia Zygas-Yes, Mark Danielson-Yes and Amanda Lahners-Yes.

Motion passes.

- Lawn Quotes – 3 Quotes received for Water and Sewer Plant. Signature Lawns at \$188 per occurrence, Andrew's Property Management at \$155 per occurrence, and Z Cuts Lawn Maintenance at \$225/bi-weekly.
- Discussion regarding only mowing once a month unless directed otherwise per events from last year.

Mark Danielson made the motion to approve Andrew's Property Management proposal for once a month mowing unless otherwise directed. Marcella Kunstek seconded the Motion.

A Roll Call vote was as follows: Mitch Bishop-Yes, Marcella Kunstek-Yes, John Carr-Yes, Dalia Zygas-Yes, Mark Danielson-Yes and Amanda Lahners-Yes.

Motion passes.

- Next Meeting is June 17, 2021 – by Zoom – Unless under Emergency Order then board will have to meet in person. The Emergency Order will be lifted at the end of this month.
- Barry informed the board that if the Governor’s Order expires at the end of this month, then the board will have to meet in person.
- We are still working on getting the WWTP building set up so meeting at the County Building is a good idea due to appropriate spacing.

Old Business:

- Solar Panel: - Midwest Wind & Solar – Tabled – keep tabled until further notice.

Adjournment:

Marcella Kunstek made the motion to adjourn at 10:17 a.m. Mitch Bishop seconded the Motion.

A Roll Call vote was as follows: Mitch Bishop-Yes, Marcella Kunstek-Yes, John Carr-Yes, Dalia Zygas-Yes, Mark Danielson-Yes and Amanda Lahners-Yes.

Motion passes.