

# LAPORTE COUNTY REGIONAL SEWER DISTRICT

## MEETING MINUTES December 16, 2021 9:00 a.m.

### Time and Place:

The LaPorte County Regional Sewer & Water District monthly board meeting was held on Thursday, December 16, 2021, at 9:00 a.m. Central Time, in person at 809 State St., LaPorte, IN 46350, County Complex Building, Conference Room #3, and by Zoom. Login:

<https://us02web.zoom.us/j/85844129845?pwd=U2dTL0NIdStrN3BrbkJrbzBTd091UT09>

Meeting ID: 858 4412 9845, Password: 106297

### Attendees:

Meeting was called to order at 9:00 a.m. by Mitch Bishop, roll call was taken. Those present included the following: Mitch Bishop, Dalia Zygas, Amanda Lahners, John Carr, Mark Danielson, and Marcella Kunstek. – Absent Jerry Jackson, John Carr and Marcella Kunstek. Jerry Jackson joined the meeting at 9:05 a.m.

### Approval of Minutes:

Mark Danielson made the motion to approve the minutes from the monthly board meeting on November 18, 2021. Amanda Lahners seconded the motion, and all were in favor. Motion passed.

### Public Comments:

Gary Radtke – owner Radtke Engineering and Surveying, LLC – 5821 US 35, LaPorte, IN 46350

Gary provided the Board with an update on US Hwy 20 Sewer System. Finally on the last phase of the agreement which is to transfer the ownership and to come up with the cost recovery system agreement. Michigan City will then operate the system. The agreements will use the 42194 example. Gary hopes to bring this approval to the board at the January meeting.

The other agreement that will be prepared will be between the Michigan City Sanitary Sewer District and the School and that is basically switching the ownership over to the sewer district and also accepting the cost recovery agreement.

The next agreement will be between my Michigan Sanitary District and Eastside Fresh Meat and Produce and accept the cost recovery agreement. Anyone wanting to connect would have to agree to connect and pay certain dollars and then those dollars would be split between the school and his client. Residential Connection charges will be \$3,100 and Commercial connection charges will be \$5,800.

Gary is working with IDEM and INDOT and notifying them of the switch in ownership and operations. IDEM requires a copy of the Agreement between LaPorte County Regional Sewer and Water District and Michigan City.

Board Member Jerry Jackson joined the meeting at 9:05 a.m.

No further public comments made – Public Comments Closed

**Reports - Finance Staff:**

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

Financial Report

- 1.) Toll Road
  - A.) Beginning balance \$147,310.38 as of November 1, 2021.
    1. Deposits: \$28,488.00
    2. Interest Paid: \$1.26
    3. Disbursements: \$28,959.67
  - B.) Account Ending balance as of November 30, 2021, is \$145,554.04.
- 2.) Rolling Prairie Service Area
  - A.) Horizon Bank Checking-Rolling Prairie Account - had a beginning balance of \$35,616.95 as of November 1, 2021.
    1. Deposits: \$3,195.69
    2. Interest Paid \$.30
    3. Disbursements: \$5,838.81
  - B.) Horizon Bank Checking had an ending balance of \$32,974.13 as of November 30, 2021.
- 3.) Hoosier Fund:
  - A.) Beginning balance \$250,836.62 as of November 1, 2021.
    1. Interest Paid: \$61.80
  - B.) Hoosier Fund ending balance as of November 30, 2021, is \$250,898.42.
- 4.) Claims

Steve Carter presented claims for consideration in the amount of \$44,626.38.

Steve Carter indicated there was an invoice from June 08<sup>th</sup> of last year from Mission Communications based in Norcross, Georgia. This invoice is past due and appears to be for electronics or SCADA type system on the lift stations, including the monitors and maintenance of the hardware system. Discussion with the board regarding the invoice being over a year old and not receiving an invoice for 2021 was held. The board is not approving the invoice at this time. Steve Carter will contact Mission, get additional information on this invoice, and bring it to the board next month.

Jerry Jackson made a Motion to approve the claims in the amount of \$44,626.38. Seconded by Mark Danielson. All approved. Motion passed.

## **Reports:**

### **Astbury**

- Chris Vogeler from Astbury Technology reported that the past week a leak had developed at the water plant in the Pressure Tank. Chris is going to have to contact Peerless Midwest to come out and take down the tank, make the fix and then put it back online when the repair is complete.
- Jerry Jackson asked if the leak was in the tank or in the associated pipe. Chris indicated it was on the site glass. Jerry said he was worried about the integrity of the tank – Chris said the integrity of the tank was good.
- The board gave approval for Chris to contact Peerless Midwest and get the tank repaired. Jennifer also asked Chris to keep her informed of the progress and status of when Peerless will be out to fix the repair, etc.

### **Phase II Update**

Dan Byam, from JPR gave an update on Phase II -

- At this point the project as reached final completion. All punch list items on are complete. As-Builts sets have been received. Jerry Jackson will receive a set; Jennifer will get a set and an electronic copy will be sent to everyone on the board. Mitch will take a hard copy as well.
- Final Waiver of Lien is \$267714.90 – it includes the full release of contractor’s payment.

Dalia Zygas made a Motion to approve the Final Pay App. Seconded by Jerry Jackson. All approved. Motion passed

- Use of Remaining Funds – Dan reached out to SRF for the balance of the available funds amount, and it appears to be \$181, 000. Dan is still researching to make sure everyone has billed everything, and the number is final. JPR will have their final number as they clean up the construction.
- JPR is willing to give bac their unused RPR funds which could give the District approximately \$202, 000. Dan believes that JPR’s billings for the lawsuit filed by the property owner were paid by the District funds and not by SRF. If the board wanted those funds could be refunded to the District from the SRF money.
- A meeting was held last week at the WWTP and discussions regarding the improvements of said building – getting rid of the hood out there, replacing the countertops and cabinets, painting, locks on cabinets and doors, and bring that room up to code to hold public meetings. There would be a multitude of items to bring the building up to ADA Compliance like another bathroom.
- Absent a 20’ building extension the cost would be approximately \$175,000. To do the 20’ extension it would cost another \$104,000. The bare minimum to make this building eligible to hold meetings would be \$100,000, that includes design fees, bidding, etc.

- Mark Danielson asked if there was a time limit on making this decision on what to do with the remaining funds. It was mentioned that having a work session to discuss this further would be a good idea.
- Dalia asked if it were possible to put the money towards a new project – Dan informed that the money could not be used for another project – but for infrastructure for the District would be acceptable.
- Connections of additional homes and using the money for those areas could be included.
- It was determined that an Executive Committee could be scheduled to discuss items for the balance of funds for the project could be used.

#### **Asset Management Plan Update – Dan Byam**

- Dan Byam indicated Josh Wyman is working on the Plan. He will be reaching out to Jerry and Chris doing a criticality of some items of the system. He will be scoring them from a 1-5 in need of importance.
- Once Josh is done it will be sent to Karl Cenders for his review and completion of his part.
- The Asset Management Plan is to help plan ahead and create a sinking fund. It will help you keep track of capital assets, depreciation, etc.

#### **Hudson/Saugany PER – Dan Byam**

- JPR has put some final changes on the PER, but we are having a 3<sup>rd</sup> party review it to make sure the costs are accurate. We will be prepared to present that report at the January 2022 meeting.

#### **New Business:**

- Meeting Dates for 2022 – Dalia has a conflict for 2022. Jennifer has already reserved the room for the monthly meetings for 2022. Discussion was had regarding checking on a later time for the same day and other days if the room was available. It was determined to check and see if the room would be available at 11:00 a.m. or 1:00 p.m. Dalia can make the January 2022 meeting so we can find out if 11:00 a.m. or 1:00 p.m. is available in the room then it can be discussed with the full board.

#### **Adjournment:**

Mark Danielson made the motion to adjourn at 9:40 a.m. Amanda Lahners seconded the Motion. All were in favor – Motion passed.