

LAPORTE COUNTY REGIONAL SEWER DISTRICT

MEETING MINUTES

August 23, 2022

9:00 a.m.

Time and Place:

The LaPorte County Regional Sewer & Water District monthly board meeting was held on Tuesday, August 23, 2022, at 9:00 a.m. Central Time, by Zoom Meeting only. Login: <https://us02web.zoom.us/j/88556931690?pwd=R09CN1JFSFJDL0pPUDZvMDhrZUlkdz09> Meeting ID: 885 5693 1690 Password: 817083

Attendees:

Meeting was called to order at 9:00 a.m. by John Carr, roll call was taken. Those present included the following: John Carr, Marcella Kunstek, Jerry Jackson, Dalia Zygus. Mark Danielson, and Amanda Lahners joined by Zoom.
Not present: Mitch Bishop.

Approval of Minutes:

None to approve this month.

Public Comments:

None.
Public Comments were 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 \$183,868.73 as of July 1, 2022.
 1. Deposits: \$26,960.00
 2. Interest Paid: \$1.70
 3. Disbursements: \$29,960.00
 - B.) Account Ending balance as of July 31, 2022, is \$181,177.81.
- 2.) Rolling Prairie Service Area
 - A.) Horizon Bank Checking-Rolling Prairie Account - had a beginning balance of \$32,114.00 as of July 1, 2022.
 1. Deposits: \$10,528.84
 2. Interest Paid \$3.56
 3. Disbursements: \$5,076.50
 4. Loan Principal County: \$1,830.00
 5. Reimbursement: \$20,000.00
 6. Transfers Bond & Int Acct: \$1,416.67.

7. Transfers Debt Serv Reserve Acct: \$141.67. Ending Balance of \$1,558.35.
 8. Adjustment in the amount of \$.50.
- B.) Horizon Bank Checking had an ending balance of \$14,181.06 as of July 31, 2022.
- 3.) Hoosier Fund:
- A.) Beginning balance \$251,501.25 as of July 1, 2022.
 1. Interest Paid: \$260.07
 - B.) Hoosier Fund ending balance as of July 31, 2022, is \$251,761.32.
- 4.) Claims
- Steve Carter presented claims for consideration in the amount of \$48,661.30 which included the Woodruff & Son invoice from last month that was not previously paid as the insurance was being looked into. There is a place holder for the customer reconnections reimbursements for \$10,000 in the claims as well. Discussion was held that further emails sent also had an additional 2 property owners for a total of 12. Therefore, the total of property owner's reimbursements is \$12,000 and the total amount of claims is \$50,661.30.

Mark Danielson made the motion to approve the claims in the amount of \$50,661.30 which includes the 2 additional property reimbursements not originally included on the claim's approval form. Seconded by Marcella Kunstek.

Roll call taken and results were as follows: John Carr-yes, Jerry Jackson-yes, Dalia Zygas-yes, Mark Danielson-yes and Amanda Lahners- yes. All were in favor. Motion passed.

Reports:

Astbury

- No report received in time for board packets. Chris Vogler reported that there are no issues at the Water Plant or WWTP.
- LS one of the pumps is not pumping correctly. Having the pumps cleaned and checked starting tomorrow.
- Chris indicated that he thought Peerless sent a proposal for check valves. Jennifer said she had not seen anything from Peerless. Chris will get back with Peerless and have them send it. Jerry Jackson agrees that the District should have an extra on the shelf.
- Heating & Cooling guy wants to re-up the maintenance agreement. Maple City Mechanical agreement.
- Generators – Chris has not seen anyone out there in a while to do any maintenance on them. H&G had the contract service for the generator maintenance. Jennifer will look into the contracts.
- Maintenance on the building itself – A-Team for the leaks on the roof for the Water Treatment Plant and the WWTP. Jennifer will try and get a few quotes. Mark and Mitch looked at the roofs and believe that the gutters need to be done first.

Mark Danielson made the motion to approve the new contract with Maple City Mechanical, Inc. with a note for 1 year and not to exceed number of \$300. Seconded by Jerry Jackson.

Roll call taken and results were as follows: John Carr-yes, Jerry Jackson-yes, Dalia Zygas-yes, Mark Danielson-yes and Amanda Lahners- yes. All were in favor. Motion passed.

Phase II Billing Update – Jennifer Ransbottom

Jennifer Ransbottom, from JPR gave an update on Phase II -

- Billing: Nothing new other than what is in the report.
- Starting collection letters going out for liens at the end of the year.
- Approximately 68 connections at this time. Letter for Phase II property owners for connection deadline coming up of October 1, 2022, and the reimbursement program. 2 separate letters as original Phase I property owners are not eligible for the reimbursement program. Board agreed that was a good idea and to send out an updated letter. Motion for the letters was not necessary.

Phase II Update –

- Connections for property owners continue.
- Ken Jones reported that he was forwarded information from Jerry Jackson regarding a residential subdivision that wants to connect. This is a 237-unit subdivision. Jerry asked JPR to see if they would be able to connect into the LS at 350 East.
- It does appear that is acceptable. However, one thing to point out is that adding a LS in the subdivision and taking flow from Hatfield Road subdivision appears to look like GPM delivery to the LS would not be appropriate. The 350 East LS is rated at 154 GPM. There appears to be plenty of capacity in the wet well to increase the storage between pump intervals to accommodate.
- No need for capitol expense.
- Going forward need to develop waste load allocation. Seems like going forward need to provide 2 letters – one from District Board and one from certified operator or City of LaPorte. This is a letter confirming there is capacity available which they need.
- Ken also commented that there are other things that there are other things he believes the board needs to think about as a regional sewer district. Such as how are they going to transfer their assets to us? They need to understand that there are standards for construction of that sewer. Need to determine what standard they will be asked to achieve. If it will be gravity sewer standards? What conditions, what kind of contract, etc.
- It will be a Phased project. What kind of obligation do the new customers have to the system? The financial advisor will need to figure that out. System development charge and if it is appropriate. A check list of things that need to be done. Ken can prepare a list of those things needed to be done.
- Jerry also indicated that design review was also an item that needed to be on the list.
- Ken will put together a check list for those things that need to happen.
- John Carr indicated that this project was voted down and the developer is coming back with a smaller scope of housing in the amount of 70-100.
- Discussion regarding the process of the developer getting approval for the subdivision took place.

PER - Hudson/Saugany – Ken Jones

- Hudson/Saugany Lake Project proposed timeline. Survey work has already begun relative to the aerial mapping. JPR did conduct a half day visit to the site and will do a few more to confirm a few things we represent in the Preliminary Engineering Report.

- We are talking to a Bond Counsel and fiscal advisor relative to issuance of a Bond Anticipation Note to cover the preliminary non-construction costs. In September you should see a Resolution to for the Bond Anticipation Note to begin to market that product and through October into November hopefully ready to close on that temporary funding to be able to cover costs.
- Steve Carter and Randy Rompola can lead you through that process. It is very typical to go through this process for pre-funding for a project like this.
- As you are aware, this project scored #1. That is pretty amazing as this is the first time this project has appeared on the project list. That means that this project should look forward to the highest level of cooperation from the funding agency.
- Looks like we can use the WWTP funds from USDA and get a low market interest and stretch it out over 40 years.
- Ken confirmed that the project will continue to score high on the project list because it effects a lot of homes, and they want to see this project move forward.
- Ken reviewed the Timeline schedule for the project.
- Dalia asked about why the western portion of Hudson Lake was not included in the project. Ken indicated that there were so few homes there it did not support the cost in that area.
- Ken indicated that there would be other areas where review would be necessary to determine if other would be added and/or taken out.
- Currently, there are approximately 1,100 EDUs for this project.
- Jerry indicated that the church and Elementary school had interest in connecting during the project.
- Ken indicated that JPR will continue to give updates at upcoming meetings.

Executive Committee:

- Meeting was held and recommended Randy Rompola as Bond Counsel. Attorney Barry McDonnell indicated that he reviewed the proposal, and it appears all reasonable. He indicated that Randy is a great Bond Counsel and great communicator and can easily explain information to the board as needed.
- Steve confirmed Barry's comments.
- Ken indicated that he assumes that both Randy and Steve will bring a Bond Ordinance and Bond Anticipation that will cover all three. And that is typical in this project.
- Attorney McDonnell indicated that the process was covered in Randy Rompola's proposal.

Marcell Kunstek made the motion to approve Randy Rompola, Barnes & Thornburgh as bond counsel for the District. Seconded by Mark Danielson.

Roll call taken and results were as follows: John Carr-yes, Jerry Jackson-yes, Dalia Zygas-yes, Mark Danielson-yes and Amanda Lahners- yes. All were in favor. Motion passed.

Engineering Committee:

- SOQ Engineering Services Recommendation – JPR

- Jerry Jackson indicated that we are choosing an engineering, but we are following up with a proposal and it was indicated that is correct.
- Jerry Jackson further commented that this is the sort of work that JPR does.

Mark Danielson made the motion to approve JPR as the engineer for the Hudson/Saugany project for LaPorte County Regional Sewer District. Seconded by Dalia Zygas.

Roll call taken and results were as follows: John Carr-yes, Jerry Jackson-yes, Dalia Zygas-yes, Mark Danielson-yes and Amanda Lahners- yes. All were in favor. Motion passed.

New Business:

- NONE

2022 Meetings:

- Next meeting, September 27, 2022, in person and zoom.

Old Business:

- None

Adjournment:

Marcella Kunstek made the motion to adjourn at 9:52 a.m. Seconded by Jerry Jackson.

Roll call taken and results were as follows: John Carr-yes, Jerry Jackson-yes, Dalia Zygas-yes, Mark Danielson-yes and Amanda Lahners- yes. All were in favor. Motion passed.