

LAPORTE COUNTY REGIONAL SEWER DISTRICT

MEETING MINUTES

October 14, 2022 (September Monthly Meeting)

9:00 a.m.

Time and Place:

The LaPorte County Regional Sewer & Water District monthly board meeting was held on Friday, October 14, 2022, at 9:00 a.m. Central Time, by Zoom Meeting only. Login: <https://us02web.zoom.us/j/89604286342?pwd=MW53SUFTeThpL056cjB5am1QMG0xUT09>
Meeting ID: 896 0428 6342 Password: 007566

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, Mitch Bishop, Mark Danielson, and Amanda Lahners. Jerry Jackson and Dalia Zygas both joined by Zoom.

Approval of Minutes:

Mark Danielson made the motion to approve the meeting minutes from July 26, 2022. Seconded by Marcella Kunstek.

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

Marcella Kunstek made the motion to approve the meeting minutes from August 23, 2022. Seconded by Mark Danielson.

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

Public Comments:

No Public Comments.

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 \$181,177.81 as of August 1, 2022.

1. Deposits: \$53,920.00

2. Interest Paid: \$1.78

3. Disbursements: \$32,456.81

B.) Account Ending balance as of August 31, 2022, is \$202,642.78.

2.) Rolling Prairie Service Area

A.) Horizon Bank Checking-Rolling Prairie Account - had a beginning balance of \$15,073.06 as of August 1, 2022.

1. Deposits: \$15,214.51
2. Interest Paid \$6.15
3. Disbursements: \$3,954.65
4. Loan Principal County: \$0.00
5. Reimbursement: \$19,000.00
6. Transfers Bond & Int Acct: \$1,416.67. Ending Balance of \$3,190.88.
7. Transfers Debt Serv Reserve Acct: \$141.67. Ending Balance of \$1,700.02.
8. Adjustment in the amount of \$0.

B.) Horizon Bank Checking had an ending balance of \$5,780.73 as of August 31, 2022.

3.) Hoosier Fund:

A.) Beginning balance \$252,165.62 as of August 1, 2022.

1. Interest Paid: \$404.30

B.) Hoosier Fund ending balance as of August 31, 2022, is \$252,165.62.

4.) Claims

Steve Carter presented claims for consideration in the amount of \$63,631.16.

Mark Danielson made the motion to approve the claims in the amount of \$63,631.16. Seconded by Marcella Kunstek.

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

Reports:

Astbury

- Astbury Reports for July and August were reviewed.
- Chris Vogeler reported that everything is going well at the plant.
- Scheduled to haul sludge at end of October – first of November.
- Roof repair issue still trying to get quotes.
- Gutters were cleaned and bill was received.

Quote from Peerless Midwest for replacement check valves was in the board packets as requested by Chris. This is to have them on the shelf in case of need due to the amount of time it takes to get them, which is a 6-month time frame. The amount was \$662.50.

Mark Danielson made the motion to approve the quote from Peerless Midwest in the amount of \$662.50. Seconded by Jerry Jackson.

Roll call taken and results were as follows: John Carr-yes, Marcella Kunstek-yes, Jerry Jackson-yes, Mitch Bishop-yes, Dalia Zygask-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.
- Phase II – Connecting Update – Extending the Update.
- Dan Byam reported that there were 85 connections made out of 117. Still waiting on several.
- SRF is flexible with the time frame on spending the money and closing out the funds as long as you have a plan on closing out the program.

Mark Danielson made the motion to extend the connection period for Rolling Prairie until the end of the year 2022 and the Reimbursement Program for Phase II property owners until the end of the year 2022. Seconded by Jerry Jackson.

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

Phase II Update –

- Connections for property owners continue.
- Asset Management Plan – Steve Carter has the plan and is working on it and will work on it for having it as a draft at the next meeting.

PER - Hudson/Saugany – Ken Jones

- Hudson/Saugany Lake Project proposed timeline was reviewed.
- Meetings with Steve Carter and Bond Counsel have been taking place regarding the Bond Ordinance and BAN.
- Introduction of the Bond Ordinance at next month’s meeting.
- Discussions on what a BAN is for and how it works was discussed by Steve Carter.
- The BAN will cover the fees until the funding closing takes place.
- Steve Carter discussed getting a placement agent and/or third-party to help with the sale and process.
- Ken Jones indicated he can provide names for recent providers of BANs.
- JPR Engineering Contract was discussed.
- Attorney Barry McDonnell approved the language after a few minor changes.
- Ken Jones reviewed the contract and the EJCDC document format and the USDA funding resource.
- Contract includes multiple tasks such as non-construction costs, easements from property owners, right-of-way costs, acquisitions, etc.
- Discussion regarding the easement and meeting with the property owners personally to discuss their easements and location of their grinder pumps helps give them information on the project and answer their questions.
- RPR services from JPR will most likely have 3 at all times.
- Engineers will have 2 – Steve Henschen and Dan Byam overseeing the project at all times.

- Easement acquisition tasks there could be up to 8-9 people at any given time due to the number of homes we will be needing easements from which is approximately +1,100 homes.

Jerry Jackson made the motion to approve JPR’s Engineering Contract for the Hudson Saugany Project. Seconded by Mark Danielson.

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

- Survey Crew letters and Hang Tag examples were supplied to the board members as they are being handed out as the crews are out working on the ground.
- Notification of the project is 10 days after IDEM construction permit is issued. Fall of 2023.
- Discussion regarding time on notification and requirements was discussed.
- IDEM appeals and delays were also discussed, and another project was resolved in 90 days.
- Easements and compensation were discussed. Benefit outweighs the compensation.
- The website is also being updated to make a special Hudson/Saugany area so they will have a specific area to get information just on that project alone.

Executive Committee:

Nothing

Engineering Committee:

Nothing

New Business:

2022 Meetings:

- Next meeting, October 25, 2022, in person and zoom.
- Pre-Agenda Meeting & Attendees- John, Marcella, Steve H., Barry, Steve C., Randy & Jennifer
- 2023 Monthly Meeting Schedule – 4th Tuesday of the Month – confirmed by everyone.

Old Business:

- None

Adjournment:

Mitch Bishop made the motion to adjourn at 10:03 a.m. Seconded by Marcella Kunstek.

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