

LAPORTE COUNTY REGIONAL SEWER DISTRICT

MEETING MINUTES

July 20, 2023

9:00 a.m.

Time and Place:

The LaPorte County Regional Sewer & Water District monthly board meeting was held on Thursday, July 20, 2023, at 9:00 a.m. Central Time, at 809 State Street, Room #3, LaPorte, IN 46350 and by Zoom Meeting, Login:

<https://us02web.zoom.us/j/82015295897?pwd=SjllK0FsYnFzM3B5TFZxNUsxQ0xvdz09>

Meeting ID: 820 1529 5897 Password: 060992

Attendees:

The 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, Dalia Zygus, and Amanda Lahners. Not Present: Jerry Jackson and Mark Danielson.

Approval of Minutes:

Mitch Bishop made a Motion to approve the minutes from June 27, 2023. Seconded by Amanda Lahners.

All were in favor. Motion approved unanimously.

Public Comments:

None.

Public Comments was closed.

Reports - Finance Staff:

Steve Carter, the Board's accountant, presented the financial report to the board with the following reports and reported that Month End reports have been completed and reconciled to the bank accounts.

Financial Report

1.) Toll Road

A.) Beginning balance \$36,297.53 as of June 1, 2023.

1. Deposits: \$110,774.15

2. Interest Paid: \$91.07

3. Disbursements: \$3,442.21

4. Voided check \$6,937.58

B.) Account Ending balance as of June 30, 2023, is \$143,667.38.

2.) Rolling Prairie Service Area

A.) Horizon Bank Checking-Rolling Prairie Account - had a beginning balance of \$69,781.13 as of June 1, 2023.

1. Deposits: \$12,013.55 interest Paid \$163.01, Lien Deposit \$16,359.88.

2. SRF Deposit Reimbursements \$16,000.00.
3. Bond Proceeds: \$0.00.
4. Disbursements: 2,722.13
5. Loan Principal County: \$1,830.00
6. Reimbursement: \$2,000.00
7. Transfers Bond & Int Acct: \$2,833.34
8. Loan Payment paid: \$0.
9. Transfers Debt Serv Reserve Acct: Paid \$283.34, ending Balance \$3,683.40, Bond & Interest Acct: \$2,833.34- Ending Balance of \$14,898.76.

B.) Horizon Bank Checking had an ending balance of \$126,961.92 as of June 1, 2023.

3.) Hoosier Fund:

A.) Beginning balance \$335,544.77, June 1, 2023.

1. Interest Paid: \$1,392.65
2. Transfer Funds: \$0.00

B.) Hoosier Fund ending balance as of June 30, 2023, is \$336,937.42.

4.) Hudson/Saugany – Horizon Account.

A.) Beginning balance \$3,144,853.73 as of June 1, 2023.

1. Deposits: \$0.00
2. Interest Paid: \$12,783.42
3. Disbursements: \$70,738.39
4. Bank Fees: \$0.00

C.) Account Ending balance as of June 30, 2023, is \$3,086,898.76.

5.) Claims

Steve Carter presented claims in the amount of \$126,963.16 for consideration.

Mitch Bishop made a motion to approve the claims in the amount of \$126,963.16. Seconded by Marcella Kunstek. All were in favor. Motion approved unanimously.

Reports:

Astbury

- Chris Vogeler was on vacation. Jennifer mentioned Chris was working on a battery backup and getting a new battery.

JPR Billing/Collection:

- Jennifer Ransbottom reported there is nothing more than what is in the report. Lien amounts were received, and Steve Carter is now adding that information in the financials.
- Customer Connection & Reimbursement Program – Next month the timeframe for the reimbursement payments ends and we will be discussing the balance and what to use it for.

Phase II Update –

- Dan Byam indicated that there is no new update until the connection phase and reimbursement phase are completed and if there are funds left over – those funds can be used for other items. It would require a PER amendment once the balance is available and what it would be used for – if it falls within the allowed uses by SRF.

Water Pressure Filter -

- Quote packages were sent out the previous week. Collecting them at Special Meeting on August 1, 2023. We are taking the bids on that date and will open them at that time. JPR will have an engineer's recommendation at the August meeting.

Hudson/Saugany Project –

1. General

- a. Project Schedule
 - i. Complete Design – September 2023
 - ii. Submit Permits – September 2023
 - iii. Receive Bids – November 2023
 - iv. Projected Closing – February 2024 (best case)
- b. Proposed Project Contracts
 - i. Scenario 1 – Constructed all in one Phase.
 1. Contract A – Travel Plaza #3 Wastewater Treatment Plant Expansion
 2. Contract B – Sanitary Pump Stations and Force Mains
 3. Contract C -Saugany Lake Wastewater Collection System
 4. Contract D -Hudson Lake Wastewater Collection System I
 5. Contract E -Hudson Lake Wastewater Collection System II
 - ii. Scenario 2 – Constructed in Three Phases
 1. Phase I
 - a. Contract A – Saugany Lake Pump Station and Force Main
 - b. Contract B -Saugany Lake Wastewater Collection System
 2. Phase II
 - a. Contract A – Travel Plaza #3 WWTP Expansion
 - b. Contract B – Hudson Lake Pump Station and Force Main
 - c. Contract C -Hudson Lake Collection System I
 3. Phase III
 - a. Contract A -Hudson Lake Collection System II
 - b. Contract B -Hudson Lake Collection System III
 - c. Contract C -Hudson Lake Collection System IV
- c. Equipment Pre-Selection
 - i. All Equipment Preselection Packages have been advertised and vendors/manufacturers are working on their proposals.
 - ii. All Preselection Packages are due to JPR's office by no later than 2:00 PM local time on Wednesday, June 26th, 2023.
 - iii. Preselection Package Review and Scoring Meeting is scheduled to be held during the Engineering Committee Meeting on Monday, July 31st, 2023, at 2:00 PM local time.

2. Wastewater Treatment Plant

- a. Established WWTP flows and loadings for system design.
- b. Working on plan set and spec production for WWTP facilities.
- c. Final design shall take place after Equipment Preselection is complete.

3. Wastewater Collection System

- a. Completed hydraulic modeling of Saugany Lake system.
- b. Completed hydraulic modeling of Hudson Lake system.
- c. Preliminary Plan and profile alignment and drawings

- i. Prepared for Saugany Lake pressure sewers and mainline force mains.
 - ii. Currently conducting a peer review of alignments and pipe placement.
 - iii. Hudson Lake plan and profile drawings to be continued to be worked on.
- d. Preliminary utility coordination is complete.
- e. Geotechnical Engineering Services work – ongoing.

4. Land Acquisition

- a. Grinder Station Easements
 - i. Easement packages have been sent to all property owners.
- b. Mainline Easements
 - i. Right of way research is being conducted to identify segments where mainline easements will be needed.
- c. Pump Station Sites
 - i. Preparing boundary descriptions and market valuations of proposed pump station parcels.
 - ii. Preparing offer packages to property owners.

Ken Jones discussed project phasing on the project. Steve Carter is working on information given to him by Ken. JPR will continue to pursue dual funding for this project. Housing income has significantly increased. Goal is to bring the monthly invoices in under \$100/month.

John Carr and Ken Jones attended Commissioners meeting regarding ARPA funds. SRF will be looking hard at LaPorte County and if the county participates or not. Multiple other counties have given ARPA funds. Mitch and Ken are working to submit for REDI grant.

Jennifer informed the board that easement packets went out to the property owners. There are 2 meetings scheduled for property owners to come sit with JPR staff to review their site and where a grinder will be placed. There will also be notaries available for property owners who want to sign the Easement Agreement. Site visits will be scheduled for property owners who cannot attend the meetings – or who request it. Board members are not required to attend – JPR staff will be working with all homeowners who contact them.

Engineering Committee:

- None.

New Business:

- Next Meeting, August 22, 2023.
- Lawsuit – Plaintiff is filing a Motion to Dismiss for the District since payment from the lien was received.

Old Business:

- Laptops and Portal for Board Meeting Packets/documents. Laptops have been purchased and hope to have them set up and handed out at next meeting. If not, then the following meeting.
- Rate Ordinance – Commercial Properties/EDU Information. Examples were given to Barry and then Jennifer, Steve and Barry would get together and discuss. Barry is working on it and will review it.

- Horizon Bank Investments – nothing new currently. Not going to transfer from Hoosier Fund to Horizon Bank.
- Steve Carter will call SRF to see if they can set up a payment through ACH.

Adjournment:

Marcella Kunstek made the motion to adjourn at 9:49 a.m. Seconded by Mitch Bishop. All were in favor. Motion approved unanimously.

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