

LAPORTE COUNTY REGIONAL SEWER DISTRICT

MEETING MINUTES November 28, 2023 9:00 a.m.

Time and Place:

The LaPorte County Regional Sewer & Water District monthly board meeting was held on Tuesday, October 24, 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 9:01 a.m. by John Carr, roll call was taken. Those present included the following: John Carr, Jerry Jackson, Mitch Bishop (by Zoom), Mark Danielson, and Amanda Lahners. Not Present: Marcella Kunstek.

Approval of Minutes:

Mark Danielson made a Motion to approve the minutes from October 24, 2023. Seconded by Amanda Lahners. Roll Call vote was taken – John Carr – yes, Jerry Jackson – yes, Mark Danielson – yes, Amanda Lahners – yes and Mitch Bishop – yes. Motion approved unanimously.

Public Comments:

No one for Public Comments.

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 \$98,465.81 as of October 2023.

1. Deposits: \$28,488.50
2. Interest Paid: \$219.63
3. Disbursements: \$30,309.66
4. Voided check \$0.00

B.) Account Ending balance as of October 31, 2023, is \$96,864.28.

2.) Rolling Prairie Service Area

A.) Horizon Bank Checking-Rolling Prairie Account - had a beginning balance of \$118,576.87 as of October 1, 2023.

1. Deposits: \$15,620.21 and interest Paid \$267.25.
2. SRF Deposit Reimbursements \$0.00.
3. Bond Proceeds: \$0.00.
4. Disbursements: 3,207.81
5. Loan Principal County: \$1,830.00
6. Reimbursement: \$0.00
7. Transfers Bond & Int Acct: \$5,666.68
8. Loan Payment paid: \$1,830.00
9. Transfers Debt Serv Reserve Acct: Paid \$566.68, ending Balance \$5,383.44, Bond & Interest Acct: \$5,666.68- Ending Balance of \$31,898.80.

B.) Horizon Bank Checking had an ending balance of \$123,193.16 as of October 31, 2023.

3.) Hoosier Fund:

A.) Beginning balance \$341,454.36, October 1, 2023.

1. Interest Paid: \$1,565.85
2. Transfer Funds: \$0.00

B.) Hoosier Fund ending balance as of October 31, 2023, is \$343,020.21.

4.) Hudson/Saugany – Horizon Account.

A.) Beginning balance \$2,849,523.05 as of October 1, 2023.

1. Deposits: \$0
2. Interest Paid: \$12,872.09
3. Reimbursements: \$0.00
4. Disbursements: \$135,258.75
5. Bank Fees: \$0.00

C.) Account Ending balance as of October 31, 2023, is \$2,727,136.39.

5.) Claims

Steve Carter presented claims in the amount of \$280,939.14 which included one JPR invoice for expenses and a property owner refund.

Jerry Jackson made a motion to approve the claims in the amount of \$280,939.14. Seconded by Mark Danielson. Roll Call vote was taken – John Carr – yes, Jerry Jackson – yes, Mark Danielson – yes, Amanda Lahners – yes and Mitch Bishop – yes. Motion approved unanimously.

Reports:

Astbury

- Chris Vogeler was on Zoom to review Astbury report. Chris reported that compressor units had preventative maintenance performed in November. 28,800 gallons of digester sludge were removed and disposed of. Effluent flow meter was calibrated at the end of October – this is required annually. Ferric chloride was delivered in November. The Chlorine Analyzer parts are in, and Chris will get it fixed.

JPR Billing/Collection:

- Jennifer Ransbottom reported there is nothing more than what is in the report.
- One property owner was returned payment because they were getting billed, and they were not in the project for Phase II.

Phase II Update –

- Remaining Funds: Dan Byam discussed the remaining funds and that vendor information had been received. Approximately \$73,398 left in remaining funds.
- Engineering Committee will get together and come to the board with a recommendation for the remaining funds' use. They are as follows:
 - SCADA for generators at Rolling Prairie Pump Stations - \$5,510.00.
 - Chemical Feed System upgrades at Rolling Prairie Pump Stations-\$7,048.00.
 - Spare pumps & parts for Rolling Prairie Pump Stations - \$39,672.00.
 - Spare Mission SCADA controller - \$8,066.80.
 - Trailer-mounted trash/bypass pump - \$42,000.00.
 - Transfer funds to Hudson/Saugany Project.
- Only one (1) start-up fee associated with quotes.
- SRF will not accept any improvements to the water system.
- They will accept the money being rolled over into the Hudson-Saugany project.

Jerry Jackson made a motion to have the engineering committee review and come back to the board with a recommendation. Seconded by Mark Danielson. Roll Call vote was taken – John Carr – yes, Jerry Jackson – yes, Mark Danielson – yes, Amanda Lahners – yes and Mitch Bishop – yes. Motion approved unanimously.

Hudson/Saugany Update:

1. General

a. Proposed Project Contracts

i. Phase I

1. Contract A – Saugany Lake Pump Station and Force Main
2. Contract B -Saugany Lake Wastewater Collection System

ii. Phase II

1. Contract A – Travel Plaza #3 WWTP Expansion
2. Contract B – Hudson Lake Pump Station and Force Main
3. Contract C -Hudson Lake Collection System I

iii. Phase III

1. Contract A -Hudson Lake Collection System II
2. Contract B -Hudson Lake Collection System III
3. Contract C -Hudson Lake Collection System IV

b. Equipment Pre-Selection

- i. Preselected Equipment Vendors are currently preparing their product submittals for use in project design.

2. Wastewater Treatment Plant

- a. Working on establishing scope and costs associated with the improvements to the existing TP#3 WWTP Facility in the “Phase I” project, where just Saugany Lake is proposed to be connected to the existing WWTP.
 - i. Meeting to be held with Astbury in early December to establish scope of required improvements to the existing Travel Plaza WWTP

- b. Proposed WWTP Expansion for Phases II and III will be designed in early 2024.

3. Wastewater Collection System

- a. Completed hydraulic modeling of entire system (both lakes).
- b. Preliminary Plan and profile alignment and drawings
 - i. Finalizing design of Saugany Lake pressure sewers and mainline force mains.
 - ii. Saugany Lake Plan & Profile alignments have been designed and reviewed.
 - iii. Saugany Lake Grinder Station Placements and labeling is continuing.
 - iv. Electrical distribution system layout to take place within the next month.
 - v. Hudson Lake pressure sewer system plan and profile drawings to be continued to be worked on into 2024.
- c. Geotechnical Engineering Services work – complete. Terracon has completed all soil borings and has provided JPR with a geotechnical analysis of the entire project area.

4. Land Acquisition

- a. Grinder Station Easements
 - i. JPR is continuing to meet with property owners to discuss grinder station placement.
- b. Mainline Easements
 - i. Right of way research is being continued to identify segments where mainline easements will be needed.
- c. Pump Station Sites
 - i. Finalizing purchase of property for Pump Station No. 7 (Saugany)-owner came back with a counteroffer.
 - ii. Will continue to work on finalizing purchase of property for Pump Station No. 8 (Hudson) into 2024.

Funding Update:

- Ken Jones discussed the funding update regarding the Hudson-Saugany project.
- He further discussed handouts he had supplied to various funding sources and meetings which he and John attended to request additional funds for the project.
- The REDI grant proposal of \$1.5M is still on the table.
- An answer is needed from the County by January 2024. It is critical to receive funding to score better.
- County Commissioners give full support.
- We need \$5M from SRF and County Council we need \$1.5M – to achieve a reasonable rate.
- If do not get funds could be a \$150/month bill.
- In 2024 Ken and Steve Henschen will be meeting with SRF to discuss the project and funding further.

- JPR will recommend this project go forward in 3 phases.
- Phase I will be the connection from the force main to the WWTP to the Saugany Lake community and building the whole collection system at Saugany Lake.
- Phase I will go to bids after scoring in 2024.
- Phase II will be the upgrade of the WWTP improvements and half of Hudson Lake next year.
- Phase III will be to finish Hudson Lake the following year.
- Even with the additional fundings we are seeking will still use USDA for the WWTP and from SRF funds for the WWTP and the collection system, depending on how those resources would partner up.
 - \$1.5 M in ARPA funds are being requested.
 - 10 wells tested and 8 were positive for pharmaceuticals. Caffeine and artificial sweeteners. All in Hudson neighborhood.
 - Going to try and find more properties to have tested.

Vacant Lot Policy:

- Policy was sent to Barry for his review.

Notice of Statutory Exemption and Extension of Service Letter:

- Amanda reviewed with County Attorney and now needs to figure out the process for exemptions, etc.
- Since Saugany Lake is going before Hudson Lake, there will be a different letter with timeline for Hudson Lake property owners.

Engineering Committee:

- None.

New Business:

- Next Meeting, December 19, 2023.
- Pre-Agenda Meeting, December 12, 2023, to discuss Agenda.
- Rate Ordinance – reviewing the sample one – believes it should be reflected of Tippy/Chapman Ordinance and how they apply the EDU charges to additional apartments.

Old Business:

Adjournment:

Mark Danielson made the motion to adjourn at 9:47 a.m. Seconded by Jerry Jackson.

Roll Call vote was taken – John Carr – yes, Jerry Jackson – yes, Mark Danielson – yes, Amanda Lahners – yes and Mitch Bishop – yes. Motion approved unanimously.