

# LAPORTE COUNTY REGIONAL SEWER DISTRICT

## MEETING MINUTES

**May 28, 2024**

**9:00 a.m.**

### **Time and Place:**

The LaPorte County Regional Sewer & Water District monthly board meeting was held on Tuesday, May 28, 2024, 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 9:03 a.m. by John Carr, roll call was taken. Those present included the following: John Carr, Mitch Bishop, Marcella Kunstek, Jerry Jackson, Mark Danielson, and Amanda Lahners.

### **Approval of Minutes:**

Marcella Kunstek made a Motion to approve the minutes from April 23, 2024. Seconded by Mark Danielson. All in favor. Motion approved unanimously.

### **Public Comments:**

Christina Soder – 212 W. Mechanic Street – appeared at the meeting and wanted to know what happened at the Executive Meeting and if there would be a generator for the pump installed. She indicated she wanted a third party to do the soil samples. She was informed that the company who did the testing was a third party. They do not work for the District; they are an independent company. Christinat indicated there was another issue and the City came out to pump the grinder. No one had any information regarding this and indicated all pumps were working correctly.

It was explained again how the situation occurred. Along with the changes which have been made since the incident. Those changes include raising the antenna on the SCADA system so it will not lose signal, along with notifying IN MI Power of the lift station not being shut off at any time. All invoices have been set up to autopay for every account. This should ensure that no future incidents occur at this location.

Dan Byam also explained that for the overflow to occur the High-Water Alarm level alarm in this station, which sets off a call to Jerry via SCADA, is located 6” below the inlet piping to the pump station, which is roughly 5’ below existing grade. This means that once an alarm is tripped, wastewater would need to back up the existing gravity sewers and 5’ of tank volume before there would be a spill out of the pump station. By his calcs, this is over 3,000 gallons of storage, meaning that if an outage occurred at the station, Jerry would have approximately 35 hours to respond before the station started overflowing. This is plenty of response time, and the

overflow only occurred the first time because of the lack of SCADA coverage, which has been rectified.

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 \$143,055.01 as of April 1, 2024.

1. Deposits: \$26,960.00
2. Interest Paid: \$233.87
3. Disbursements: \$15,282.03
4. Voided check \$0.00

B.) Account Ending balance as of April 30, 2024, is \$154,966.85.

2.) Rolling Prairie Service Area

A.) Horizon Bank Checking-Rolling Prairie Account - had a beginning balance of \$176,228.44 as of April 1, 2024.

1. Deposits: \$12,498.39 and interest Paid \$380.68
2. SRF Deposit Reimbursements \$0.00.
3. Bond Proceeds: \$0.00.
4. Disbursements: 3,927.64.
5. Loan Principal County: \$.00
6. Reimbursement: \$0.00
7. Transfers Debt Service \$283.34, Bond & Int Acct: \$2,833.34
8. Loan Payment paid: \$0.00
9. Transfers Debt Serv Reserve Acct: Paid \$283.34, ending Balance \$6,800.14, Bond & Interest Acct: \$2,833.34, Ending Balance of \$37,980.50.

B.) Horizon Bank Checking had an ending balance of \$182,063.19 as of April 30, 2024.

3.) Hoosier Fund:

A.) Beginning balance \$350,803.33, April 1, 2024.

1. Interest Paid: \$1,557.00.
2. Transfer Funds: \$0.00

B.) Hoosier Fund ending balance as of April 30, 2024, is \$352,360.33.

4.) Hudson/Saugany – Horizon Account.

A.) Beginning balance \$2,371,774.28 as of April 1, 2024.

1. Deposits: \$0
2. Interest Paid: \$9,832.38
3. Reimbursements: \$0.00
4. Disbursements: \$58,056.96
5. Bank Fees: \$30.00

C.) Account Ending balance as of April 30, 2024, is \$2,323,549.70.

5.) Claims

Steve Carter presented claims in the amount of \$48,555.63. Mark Danielson made a motion to approve the claims in the amount of \$48,555.63. Seconded by Marcella Kunstek. All in Favor. Motion approved unanimously.

**Reports:**

**Astbury**

- Chris Vogeler was on Zoom from Astbury and indicated that they are scheduling sludge removal from digester. Backflow preventer was certified on April 3<sup>rd</sup> by Rick Stankovich. May 7<sup>th</sup> there was a service call for Haskins Underground to pull and unclog influent lift station pump – also pulled second pump to verify proper function. Need to schedule backwash filter drain to be jetted – it is not draining correctly. Also need to repair the toilet and faucet at Water Plant. Further discussion with the boars on the potential cost.

Marcella Kunstek made a Motion to Approve the Water Plant bathroom for a cost not to exceed \$2,500. Seconded by Mark Danielson. All in Favor. Motion approved unanimously.

Marcella Kunstek made a new Motion to Approve the Water Plant Bathroom and to clear the blockage in the filter drain at a not-to-exceed cost of \$2,5000 each. Seconded by Mark Danielson. All were in Favor. Motion approved unanimously.

Discussion regarding generator maintenance contract was held. Jennifer will investigate getting new quotes for maintenance.

**JPR Billing/Collection:**

- Jennifer Ransbottom reported there is nothing more than what is in the report.

**Phase II Update –**

- Dan Byam reported that PER Amendment #4 has been approved by SRF.
- Dan discussed with the board the quote for spare pump from D.L.Anderson for the PER Amendment #4 in the amount of \$36,060.80.

Mitch Bishop made a Motion to Approve Quote for spare pump from D.L. Anderson in the amount of \$36,060.80. Seconded by Jerry Jackson. All were in favor. 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

**2. Wastewater Treatment Plant**

- a. Design of WWTP Improvements to be included in the Phase I Project is ongoing, expected to be completed by the time the permit applications are submitted.
- b. Proposed WWTP Expansion for Phases II and III will be designed in late 2024.

**3. Wastewater Collection System**

- a. Preliminary Plan and profile alignment and drawings
  - i. Finalizing design of Saugany Lake pressure sewers and adjusted mainline force mains.
  - ii. Conducting a thorough engineering review of the project in the next month prior to the construction permit application submittals.
  - iii. IDEM Construction Permit for Phase I project expected to be submitted in the coming weeks.
  - iv. Hudson Lake pressure sewer system plan and profile drawings to be continued to be worked on later this year.

**4. Land Acquisition**

- a. Grinder Station Easements
  - i. JPR is continuing to meet with property owners to discuss grinder station placement.

**Income Study** – Discussion regarding JPR is waiting on additional information from funding source prior to sending out and starting the Income Study.

**Engineering Committee**

- None.

**New Business:**

- Next Meeting, June 25, 2024.
- Regional Planning Meeting – June 20, 2024, 1-2:30 p.m., West Side Park Building, 500 N. Nappanee St., Nappanee, IN 46550. Jerry Jackson will plan to attend since one board member needs to attend.

**Old Business:**

- Rate Ordinance – Barry reviewed and has a couple of questions which he emailed to Jennifer. We will schedule an executive committee to review the draft.
- Discussion on the board member appointment was held. Currently, waiting for Michigan City mayor to appoint.
- Soder Property – Discussion with the board on purchasing a generator for the one pump station was held. Marcella indicated that a 3<sup>rd</sup> party company did the soil testing, and recapped the steps the District has taken to make sure this does not happen again. It was determined that due to the expense of the generator along with the pumps already having the necessary backup generator connection abilities if needed, the District will not be spending the monies to purchase a generator for one or all the pumps. Various additional steps have been taken by the District to prevent future issues.

**Adjournment:**

Mitch Bishop made the motion to adjourn at 9:46 a.m. Seconded by Amanda Lahners. All in Favor. Motion approved unanimously.