

LAPORTE COUNTY REGIONAL SEWER AND WATER DISTRICT

MEETING MINUTES

May 27, 2025, 2025

9:00 a.m.

Time and Place:

The LaPorte County Regional Sewer & Water District monthly board meeting was held on Tuesday, May 27, 2025, 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

A. Call to Order

John Carr called the meeting to order at 9:00 a.m.

B. Pledge of Allegiance

Pledge of Allegiance was said.

C. Roll Call

Roll call was taken. Those present included the following: John Carr, Mark Danielson, Jerry Jackson, Jerry Jackson, Marcella Kunstek, and Amanda Lahners

D. Approval of Minutes

Marcella Kunstek made a motion to approve the minutes of the special meeting held on April 29, 2025, as presented. Mark Danielson seconded the motion. All were in favor. The motion carried unanimously.

E. Public Comments:

No Public Comments

F. Reports

• Steve Carter – Claims and Finance

Steve Carter provided the financial report for the month ending April 30, 2025

1.) Rolling Prairie

- a. Ending balance of \$324,028.08
- b. Receipts for the month of \$13,309.13
- c. Interest income: \$395.65
- d. Operating disbursements: \$25,866.87
- e. Two payments to the County on the loan of \$1,830.00
- f. O&M Fund of \$260,542.36
- g. Debt Service Reserve Account of \$8,500.18
- h. Bond & Interest Account of \$54,980.54

- 2.) Hudson Saugany Service Area
 - a. Ending cash balance of \$1,996,558.63
 - b. Interest income of \$7,395.06
 - c. Non-operating disbursements of \$142,476.54
- 3.) Toll Road – Horizon Account.
 - a. Ending balance of \$585,620.60
 - b. Operating Receipts of \$26,960.00
 - c. Disbursements of \$21,968.71
 - d. Interest income of \$1,608.02
 - e. O&M Account of \$215,367.28
 - f. Improvement Fund of \$370,253.32
- 4.) Claims
Claims totaling \$74,116.77

Marcella Kunstek made a motion to accept the claims in the amount of \$74,116.77 as submitted. Mark Danielson seconded the motion. All were in favor. The motion was approved unanimously.

- **Astbury Water Technologies**

- Operations**

Chris Vogeler reported that everything is working appropriately. Items that are in the works include hauling sludge, replacement of hydrant next to the WWTP, and accepting ferried at the WWTP. Working with Tom Astbury on the upcoming annual bills and will be meeting with JPR to ensure planned items will be useful at the new plant.

- Billing**

Astbury to be new billing provider as of July 1, 2025.

G. JPR District Administrator

No report

H. Phase I Update – Dan Byam – Update – Closing/Transferring Funds

Dan Byam reported closing was reached on Phase I on May 22. The Wastewater Treatment Plant will continue to work on expansion for Phases II and III later in 2025 and 2026. The District is considering potential utilization of a Build-Operate-Transfer project funding model specifically for the WWTP expansion Project.

I. Hudson/Saugany Project

- Notice of Award (A&B) and Construction Contract A&B)**

Dan Byam stated the final notices of award for Phase I Contracts A and B. Contract A to TGB Unlimited and Contract B to Selge Construction were included for contract execution. Marcella Kunstek reported they are ready for monitoring of the Davis Bacon Wages. Lori Shipman of Shipman Consulting will be contacted to do the monitoring. Both contracts were reviewed by Barry McDonnell. Steve Henschen

stated that a proposal from Shipman Consulting will be presented at the June meeting. Marcella Kunstek asked if a quote from another company be obtained as well. Steve Henschen noted he will look into this, but it is limited field.

Mark Danielson made a motion to approve the Notice of Award for Contract A and Contract B. Jerry Jackson seconded the motion. All were in favor. The motion was approved unanimously.

Steve Henschen indicated that contracts from the contractors will be returned in about 2 weeks, which will allow Barry McDonnell and JPR to do the final review. These will be presented to the Board for final signature at the June meeting.

Dan Byam reported that all Permits have been received for construction. Also reported was that of the 102 parcels that need easements, 82.3% of signed easements have been received, and construction is still on tract. Any parcel easement agreement not received, a grinder can be installed in the right-of-way, if that is possible and the property owners would still be issued a bill, despite there not being a signed easement. It was noted that JPR will continue to pursue signed easements.

Project Timeline

- a. Notices of Award Signed – May 2025
- b. Construction Contracts Signed – June 2025
- c. Notice to Proceed – June 2025
- d. Pre-Construction Meeting – June 2025
- e. Construction Begins – August 2025
- f. Substantial Completion – November 2026
- g. Final Completion – December 2026
- h. Customer Connections Begin – January 2027

ITRCC Rate Increase Discussion

Barry McDonnell stated that Phase I of the Saugany relies on the increase of sewer rates to the ITRCC. There has not been an increase since the initial rate was set in 2018/2019. It would be appropriate for them to bear some of the increase because some of the cost is going to upgrade WWTP, since they produce the greatest amount of waste. Barry McDonnell stated that if the Board decides to approve the rate increase, there would be an initial introduction of the Ordinance in June, a Public Hearing, and adoption in July. There will be additional notices that need to be given where the ITRCC could object and petition. He stated the petition is not to the Board, but to the District Authority (County Commissioners).

Steve Carter stated that the rate study for the recent rate ordinance showed that a calculation was done to show the contribution from the Toll Road account in the amount of approximately \$4,300 per month. Steve Carter stated another area to adjust would be the water at the same time. Jerry Jackson suggested looking into an incremental rate increase. Barry McDonnell stated he could develop an amendment

for the ITRCC regarding the sewer and water as they are not changing the current Ordinance. He also noted the ITRCC is not a part of the general Ordinance that controls Saugany, Hudson, and Rolling Prairie. It was suggested that Jerry Jackson, Steve Carter, and JPR look at the Ordinance used for both sewer and water for ITRCC, if it needs to be updated. Steve Carter is to bring to the June Board meeting the recommended rates for water and sewer.

Jerry Jackson made a motion for Steve Carter, Barry McDonnell, and JPR to present at the June Board meeting the proposed water and sewer rate increase for ITRCC. Amanda Lahners seconded the motion. All were in favor. The motion was approved unanimously.

Interim Billing Rate – Start Date

Steve Henschen stated that the start date for the interim billing rate is once construction starts. Will rely on Barry McDonnell to determine if that means when the contracts are signed in June or when the contractors mobilize on site. Currently, the project timeline for construction is to begin in August, but the latest update from both contractors is September. Barry McDonnell indicated there is no case law/statutory interpretation, and after discussing with Steve and JPR that they have seen interim billing to begin in July or when construction equipment is on site, it is a determination by the Board and finances. Steve Carter stated that his interpretation is that the loan is closed; expenses are being incurred. There is a principal payment in January, so the sooner to start the billing, the better. The backup is if revenue is not sufficient from rates to make that payment, then it will be capitalized. Capitalized means we will use BAN proceeds to pay the Bond. Barry McDonnell stated since the construction contract will be executed at the June meeting, maybe July billing will be payable in August.

Mark Danielson made a motion to approve begin interim billing in July payable in August. Jerry Jackson seconded the motion. All were in favor. The motion was approved unanimously.

Share Foundation

Steve Henschen stated the Share Foundation, that does onsite housing for handicap individuals is just west of the travel plaza on the north side. They currently have 32 housing units, which are primarily duplexes or quadplexes on 70 acres of land. They are considering expansion to double their housing units. They have informally expressed an interest in having water and sewer services provided by the Regional Sewer District. Steve asked the Board's permission to further explore including the Share Foundation in the Project.

Draft Letter Project Update

Jennifer Ransbottom stated the Board had discussed sending a letter to the property owners with an update. Steve Henschen is working on the letter and will be presented to the Board for their review and approval.

J. Executive Committee

No meeting was held

K. Engineering Committee

- No meeting was held

L. New Business

- Next Meeting – June 24, 2025, in person and Zoom/Teams Links.
- Pre-Agenda Meeting & Attendees – John, Marcella, Steve H, Steve C, Randy, Jennifer – June 17, 2025 @ 9:00 AM Central (10:00 AM Eastern)

L. Old Business

- Interlocal Agreement - \$1.5 M – Money Received from County
Barry McDonnell thanked the county's Attorney and Auditor's Office for making the deposit.

M. Adjournment

Mark Danielson made a motion to adjourn. Second, by Jerry Jackson. All were in favor. The motion was approved unanimously.

The meeting adjourned at 9:47 AM.