

LAPORTE COUNTY REGIONAL SEWER AND WATER DISTRICT

MEETING MINUTES

June 24, 2025, 2025

9:00 a.m.

Time and Place:

The LaPorte County Regional Sewer & Water District monthly board meeting was held on Tuesday, June 24, 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

Minutes from May 27, 2025, Monthly Board meeting was presented. Marcella Kunstek made a motion to approve the May 27 meeting minutes. The motion was seconded by Mark Danielson. 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 May 31, 2025

1.) Rolling Prairie

- a. Ending balance of \$322,956.39
- b. Operating Receipts for the month of \$6,049.60
- c. Interest income: \$383.68
- d. Operating disbursements: \$5,669.97
- e. Loan Principal of \$1,830.00
- f. O&M Fund of \$259,475.67
- 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 \$582,632.48
 - b. No Operating Receipts for the month
 - c. Disbursements of \$4,097.87
 - d. Interest income of \$4,047.13
 - e. O&M Account of \$211,507.86
 - f. Improvement Fund of \$371,124.62
- 4.) Claims
Claims totaling \$87,325.85

Barry McDonnell inquired if payment from Toll Road had been received. Jennifer Ransbottom reported that there was confusion with the changes in the billing, and Astbury reached out to her for ITRCC contact information.

Mark Danielson made a motion to accept the claims in the amount of \$87,325.85 as submitted. Marcella Kunstek seconded the motion. All were in favor. The motion was approved unanimously.

- **Astbury Water Technologies**
Operations

Chris Vogeler stated he is working to receive the Ferric Chloride. The delivery company has introduced new delivery rules that are being addressed. Sludge was removed on June 20. The hydrant replacement was completed on June 2. The backflow preventers at both the water and wastewater plants have been certified.

Chris Vogeler stated that the flow rates at both the water and wastewater plants have been a lot higher. After checking with Toll Road, they indicated that there are a couple of leaks, but it is unknown if they have been addressed. The Toll Road's limit is 24,000/26,000 gallons, and they are routinely going over this to about 30,000/35,000 gallons. Management at Toll Road has been made aware of this problem. Jennifer Ransbottom stated Toll Road needs to be billed for these overages per their agreement. Chris Vogeler was asked to provide all information regarding the overages to Jennifer for the file, and Toll Road needs to be invoiced for these overages.

Chris Vogeler stated the company that will be doing the boring asked to use the ITRCC water. It is unknown how many gallons the tanker holds or how many times a day it is filled. Jerry Jackson inquired if there was a meter on the hydrant, which Chris Vogeler indicated there was not. Jerry Jackson stated the meter would be used for every contractor who used their hydrant.

Mark Danielson made a motion to authorize Astbury to purchase a meter for the 4” hydrant not to exceed \$5,000. Marcella Kunstek seconded the motion. All were in favor. The motion was approved unanimously.

Billing

Jennifer Ransbottom reported included in the Board packet is the Billing Report from Astbury.

G. JPR District Administrator

Jennifer Ransbottom reported in May that the letter was sent to all the property owners in the current phases and upcoming phases with the update. She stated she has been receiving calls and emails regarding the update.

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

Dan Byam reported awaiting the transfer of the remaining funds for Phase II for Hudson.

I. Hudson/Saugany Project

1. Proposals for Labor Standards Administration

Dan Byam reported that proposals were received from Lori Shipman Consulting and Priority Project Resources. He stated JPR has worked with both organizations in the past

Mark Danielson made a motion to approve the Lori Shipman Consulting Proposal as submitted. Marcella Kunstek seconded the motion. All were in favor. The motion was approved unanimously.

2. Saugany Wastewater Collection System – Phase I – JPR Contract Memo

Dan Byam reported he had executed documents for Contract A and Contract B, the Construction Agreement, and the Notice to Proceed that requires Board action to authorize. The Notice to Proceed is set up for the contract time will start on July 1, with substantial completion in 510 days for Contract A and 530 days for Contract B. The required documents that the contractors were to submit were reviewed by JPR and recommended approval and authorization to sign the contracts and the Notice to Proceed for Contract A and Contract B.

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

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

3. Pre-Construction Meeting – July 16, 2025, 11:00 AM Contract B & 1:00 PM Contract B (Eastern Time)
Dan Byam reported that Pre-Construction meetings have been set for July 16. Contract A meeting will be at 11:00 AM, and Contract B meeting will be at 1:00 PM Eastern time.
4. Property Owner's Request to be Included in the Project
Dan Byam stated that there are several property owners who will be in the future project but are interested in connecting in this initial project. The procedure that JPR does for this is that they would not change the contract documents to add these owners into the project until later in the project, in order not to impact contingency funding. JPR is recommending that the Engineering Committee review these properties on a case-by-case basis.
5. Process for Eliminating Equipment and Installation of Grinders for Customers for Qualified Exemptions.
Dan Byam indicated JPR is not recommending eliminating equipment and installation of grinders for customers who qualify for exemption.
6. ITRCC Rate Increase Discussion – July First Reading
Dan Byam stated that the proposed first reading for the ITRCC rate increase will occur at the July meeting. He also stated that JPR met with Astbury and has put together a 5-year capital plan to look at infrastructure plans for the wastewater and water plant at the travel plaza. This plan supports the rate increase.
7. Interim Billing Rate – Astbury will be ready to mail out invoices.
Jennifer Ransbottom reported that Astbury received the spreadsheet with property owners, and they are ready to do the interim billing.
8. Project Update – Timetable
Dan Byam reported that the Project Timetable was included in the JPR report. As Steve Henschen reported at the last meeting, the Contractors are not looking to break ground until August. This does not change the overall contract time. There will be a piece of equipment on site until the ground is broken.

Dan Byam stated the SRF Priority List did not make the Board's Packet as it was just received. Just like the previous year, the District scored in the top 11 and within the fundable range for Phases II and III . Will be talking with SRF to determine what their level of grant subsidization will look like for those phases.

J. Executive Committee

No meeting was held

K. Engineering Committee

- No meeting was held

L. New Business

- Next Meeting – July 22, 2025, in person and Zoom/Teams Links.
- Pre-Agenda Meeting & Attendees – John, Marcella, Steve H, Steve C, Jennifer – July 15, 2025 @ 9:00 AM Central (10:00 AM Eastern)

M. Old Business

N. Adjournment

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

The meeting adjourned at 9:52 AM.