

**LAGRANGE COUNTY REGIONAL UTILITY DISTRICT
BOARD MEETING MINUTES
DECEMBER 15, 2022**

The LaGrange County Regional Utility District Board of Trustees met in Regular Session on **Thursday, December 15, 2022**, at 4:02 P.M., at 116 E Wayne Street, LaGrange, IN 46761.

MEETING ATTENDANCE:

BOARD OF TRUSTEES:

ROLL CALL Kenneth Hunn, Vice President
 Kathy Miller, Secretary/Treasurer
 Gerry Turner, President
 David Gunter, Board Member
 Nicole Heffelfinger, Board Member

EX-OFFICIO MEMBERS:

Terry Martin, County Commissioner

DISTRICT STAFF: Adam Sams, General Manager
Jeanette Combs, District Administrator

ADVISORS: Andrew Boxberger, Carson LLP
Steve Henschen, Jones Petrie Rafinski

The meeting was called to order by Gerry Turner at 4:02 P.M.

Roll Call was taken by Jeanette Combs.

Motion was made by Ken Hunn to approve the agenda as amended as follows:

- Insert as Item 9A6 – Rate Ordinance
- Insert as Item 9A7 – Forced Connection Discussion
- Amend Item 9E1a – From \$156,000 to be paid from SRF to \$38,199 to be paid from SRF and \$117,801 to be paid from local funds (capital)

Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Motion was made by Ken Hunn to approve the November 18, 2022, Regular Session Minutes. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeanette Combs presented the November 2022 Bank Reconciliations, Fund Report, Revenue w/Estimates Report, and an Appropriation Report.

Motion was made by Kathy Miller to approve the November 2022, Financial reports. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeanette Combs presented the claims docket dated 12/15/2022 to the Board for approval.

- REGISTER OF CLAIMS dated 12/15/2022, in the amount of \$1,235,549.55

Motion was made by Nicole Heffelfinger to approve the Register of Claims dated 12/15/2022. Motion was seconded by David Gunter. Motion carried unanimously.

Adam Sams presented the General Managers report. Adam did state that we would like to have a “Board Member Orientation” session on January 25, 2023 for those who can make it, especially for the new board members.

Motion was made by Nicole Heffelfinger to approve the General Manager’s Report as presented. Motion was seconded by Kathy Miller. Motion carried unanimously.

The meeting was opened for public comments on non-public hearing issues and items not on the agenda. There were none.

Steve Henschen gave a project update on the Region C Treatment Area WW Project Phase II and easement update.

Motion was made by Nicole Heffelfinger to approve the Notice of Award to Niblock Excavating, Inc. for the Region C Treatment Area WW Project Phase II in the amount of \$4,975,701. Motion was seconded by Kathy Miller. Motion carried unanimously.

Motion was made by David Gunter to approve Adam Sams to sign the necessary documents for the Notice of Award. Motion was seconded by Kathy Miller. Motion carried unanimously.

Motion was made by Ken Hunn to approve Adam Sams to sign the Construction Contract Agreement once the signed documents have been returned and reviewed. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

The rate ordinance 2022-12-15 (A) was presented.

Motion was made by Kathy Miller to adopt rate ordinance 2022-12-15 (A). Motion was seconded by Ken Hunn. Motion carried unanimously.

Andy Boxberger presented a settlement offer from Garcha in the amount of \$7500 and agree to be connected by February 1, 2023.

Motion was made by Kathy Miller to approve the settlement offer with Garcha. Motion was seconded by Ken Hunn. Motion carried unanimously.

Steve Henschen presented a construction update for the Region B Treatment Area WW Project Phase 2.

Steve Henschen presented Change Order 13 for Contract A and Change Order 8 for Contract B for the Region B Treatment Area WW Project Phase. Both are time extensions.

Motion was made by Ken Hunn to approve Change Order 13 Contract A and Change Order 8 for Contract B. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Steve Henschen gave an update on the remaining funds for the Region B Treatment Area WW Project Phase 2.

Steve Henschen presented a Certificate of Substantial Completion for the Fawn River Crossing Water Project.

Steve Henschen gave an update on the Fawn River Crossing Sewer Project.

A motion was made by Nicole Heffelfinger to approve the advertisement for bids for the Fawn River Crossing Sewer Project. Motion was seconded by Kathy Miller. Motion was carried unanimously.

Motion was made by Kathy Miller to approve submittal of the following project claims for disbursement:

1. Fawn River Crossing Water Project – SRF
 - a. LC United Painting Pay App \$156,000 (\$38,199 to be paid by SRF and \$117,801 to be paid from local funds (capital))
2. Region B Wastewater Project Phase 2 – SRF
 - a. Jones Petrie Rafinski - \$12,864
 - b. Selge Contract A - \$163,041
 - c. Selge Contract B - \$151,149
3. Region B Wastewater Project Phase I – SRF Use of Remaining Funds
 - a. LCRUD Reimbursement - \$45,125
4. Fawn River Crossing Sewer Project – Lagrange Co. RDC Grant
 - a. Jones Petrie Rafinski - \$10,085
5. Region C Treatment Area WW Project Phase 2 – ARPA Grant
 - a. Caron LLP - \$4,608.00
 - b. Jones Petrie Rafinski - \$6,230
 - c. LaGrange County Highway Department - \$37,525

Motion was seconded by Ken Hunn. Motion carried unanimously.

Andy Boxberger presented a listing agreement for the proposed real estate auction.

Motion was made by Ken Hunn to approve the listing agreement at 7% + \$1500 marketing costs, subject to legal review. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Andy Boxberger discussed that there may be a purchase agreement in the near future for a property that the district may be interested in for a new administrative office space.

Adam Sams presented the 2023 Budget Draft. The board took no action, will review the budget, and discuss again at the January 2023 meeting.

Adam Sams presented the 2023 Wage and Salary Ordinance 2022-12-15 (B).

Motion was made by Nicole Heffelfinger to approve a 10% salary increase for Adam Sams. Motion was seconded by Ken Hunn. Motion was carried unanimously.

Motion was made by Ken Hunn to adopt the 2023 Wage and Salary Ordinance 2022-12-15 (B). Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette Combs presented the 2023 Holiday Schedule.

Motion was made by Ken Hunn to approve the 2023 Holiday Schedule. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeanette Combs presented the proposed 2023 Board Meeting dates. No action was taken. This will be on the agenda for the January 2023 meeting.

Adam Sams presented an annual large parts order from Covalen.

Motion was made by Ken Hunn to approve the large parts order from Covalen. Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette Combs presented a request from Gregg and Shawn Circle to be removed from billing. The Circle's parcel is vacant land, and they have no intent to build or make a connection. They are currently paying debt service. They have completed the required paperwork.

Motion was made by Ken Hunn to approve removing Gregg and Shawn Circle's vacant parcel from billing. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Jeanette Combs presented a request from All American to waive a late fee.

Motion was made by Ken Hunn to deny the request from All American to waive a late fee. Motion was seconded by Kathy Miller. Motion carried unanimously.

Jeanette Combs presented the November 2022 Adjustments of \$45.70 and Other Charges of \$2950.

Motion was made by Ken Hunn to approve the November 2022 Adjustments and Other Charges as presented. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Motion was made by Ken Hunn to adjourn the meeting at 5:18 p.m. Motion was seconded by Nicole Heffelfinger. Motion carried unanimously.

Respectfully Submitted,

Jeanette Combs
Recording Secretary