

**STEBEN LAKES REGIONAL WASTE DISTRICT
BOARD OF TRUSTEES MEETING
DECEMBER 10, 2015
15-12R
6:00 P.M.**

MEMBERS PRESENT:

Bob Coder
Jim Kidd
Lyndon Tucker
Rob Moreland
George Pifer
Jim Van Vlerah
Chad Wise

MEMBERS ABSENT:

Also Present

--- Andy Boxberger – District Attorney
--- Kenneth Jones, Jr. - Jones Petrie Rafinski

Jim Van Vlerah called the meeting to order at 6:00 p.m.

Jim Van Vlerah read the following statement: At the end of the meeting, the public will be given an opportunity to speak. In the interest of time, each person shall be limited to three minutes. Your comments will be part of the public record of the meeting so we ask that you present them in a professional manner and speak to issues relevant to the business of the District.

Open the Lake Pleasant Construction Project Bids. Tim Frederick opened the bids that were date stamped from JPR, and the President read them aloud to the Board as follows:

C & E Excavating, Inc. Elkhart, In - \$1,139,340.00;
Rothenberger - Concord Mi. 1,356,393.50;
Selge Construction, Niles, Mi. \$1,416,262.50
deduct \$3,000.00 for alternate Pocock property price difference;
Niblock Excavating, Bristol, In. \$1,147,300.00
deduct \$2,500.00 for alternate Pocock property price difference;
Haskins Underground, Inc., Plymouth, In. \$1,128,850.00
deduct \$500.00 for alternate Pocock property price difference;
Rohl Networks, Jupiter, Fl. - \$1,218,357.60.

Jim Van Vlerah said the bids will be forwarded to JPR to review, and then Umbaugh for rate structure study. The rate ordinance will be introduced at January meeting, with scheduling of rate hearing for February, followed by 30-day appeal period.

APPROVAL OF NOVEMBER 12, 2015 REGULAR MEETING MINUTES CHANGES OR ADDITIONS.

The Board presented minutes of the November 12, 2015 meeting for review and approval. Tim Frederick stated that under the title of District Business & Other General Matters - the delay was written in the minutes to be in May, but Tim stated that 150 days will bring the delay to March for the rate ordinance to be in place. Upon motion made by Jim Kidd, and seconded by George

Pifer, the corrected minutes will reflect the March date rather than the May date, with the Board unanimously approving the corrected minutes of November 12, 2015.

FINANCIAL REPORTS

The financial reports, check register, project check register, bank account report, and claims, were presented for review. Rob Moreland moved, and Lyndon Tucker seconded the motion to accept the financial reports as presented, which motion was unanimously approved.

OLD BUSINESS

None.

NEW BUSINESS

Koontz Wagner Settlement for Final Payment - Tim stated that the pump that was returned to the District was different than the one installed. Jim Kidd moved, and Chad Wise seconded the motion to sign the amended release documents and to send payment, which motion was unanimously approved.

Amendment to January 6, 2003 Steuben County Agreement - Tim stated that this applies to the 4-H park and if approved, it will need the Commissioners approval as well. The park is eliminating and moving grinders, and changing water meters. Rob Moreland moved and Bob Coder seconded the motion, which motion was unanimously approved.

Meeting Time(s) and Date(s) for Committee Developing New Criteria for Job Positions - This committee consists of Rob Moreland, Lyndon Tucker, and Jim Van Vlerah. This committee is for employment search for new employees. Andy Boxberger stated that that this meeting will be a business meeting, and when possible employees are interviewed, that will be during an executive meeting, and could be accompanied by a quorum, with a public meeting to follow. The next meeting will be held on Monday, December 21, 2015, at 10:00 a.m.

Approve Affidavit for Removal of Facilities - Tim stated that a house on Lake Pleasant is being used for storage that is not connected to the system. Rob Moreland moved, and George Pifer seconded the motion to approve Affidavit for Removal of Facilities, which motion was unanimously approved.

275 LN 350 Lake Pleasant, Less than Five Feet Set Back from Grinder Pump Tank System - Tim stated that all encroachments need to stop. Lyndon Tucker moved, and Chad Wise seconded the motion to grant homeowner the variance, so long as the waiver is also signed, which motion was unanimously approved.

DISTRICT BUSINESS AND OTHER GENERAL MATTERS

NED Project - Ken addressed the Board with updates on the project. Jim Van Vlerah stated that the letter that was going to be sent last year with a deadline of December 21, 2015, to Pokagon was not sent, and Bruce Boxberger is working on this.

Lake Pleasant - Jim Van Vlerah stated that since bids were opened earlier there is nothing further to update the Board. Andy Boxberger discussed with the Board that the Pocock easement is moving forward and stated that progress is being made. Rob Moreland moved and Jim Kidd

seconded the motion for Tim Frederick to direct counsel to move forward with condemnation proceedings if the agreement is not in place by December 18, 2015, which motion was unanimously approved.

A. Authorize Umbaugh & Associates to Perform Rate Study - Tim stated that the contract for the rate study is acceptable by Carson Boxberger. Rob Moreland moved and Bob Coder seconded the motion for Umbaugh & Associates to proceed with the rate study in accordance with their letter dated December 1, 2015, which motion was unanimously approved.

Holiday Schedule for 2016 - Tim stated that the holiday schedule will remain the same as 2015, with exception of the Christmas holiday. Christmas is Sunday, so the holiday will be Monday. Bob Coder moved and Jim Kidd seconded the motion to accept and approve the Holiday Schedule for 2016, which motion was unanimously approved.

Meeting Schedule for 2016 - Tim stated that he will be unavailable for the February 11, 2016 meeting. The new meeting date will be moved to February 4, 2016, and the executive meeting date moved to February 1, 2016. This will help facilitate the 30-day window of March 10, 2016, to award bids. Jim Kidd moved and Chad Wise seconded the motion that the meeting schedule for 2016 be accepted and approved as amended, which motion was unanimously approved.

Election of Officers for SLRWD Board of Trustees - Jim Van Vlerah has prepared a letter of resignation as a Board member. Jim Van Vlerah stated that a new President needs to be elected. Tim stated that a replacement needs to be made before resignation. Rob Moreland moved and Jim Kidd seconded the motion to postpone the election of officers until the January 2016 meeting, which motion was unanimously approved.

Public Comments - A builder representing a homeowner questioned the Board about the five foot location of grinder tanks saying that this needs to be clarified.

MOTION TO ADJOURN

There being no further business to come before the meeting, Mr. Van Vlerah asked for a motion to adjourn. Such motion was made, seconded and unanimously carried, the meeting was adjourned.