

**STEUBEN LAKES REGIONAL WASTE DISTRICT  
BOARD OF TRUSTEES MEETING  
DECEMBER 8, 2016  
16-12R  
6:00 P.M.**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Also Present

--- Kenneth Jones, Jr. - Jones Petrie Rafinski

George Pifer called the meeting to order at 6:01 p.m.

George Pifer 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.

**APPROVAL OF NOVEMBER 10, 2016 MEETING MINUTES CHANGES OR ADDITIONS.**

Minutes of the November 10, 2016 meeting were presented for review and approval by the Board. Upon motion made by Rob Moreland, and seconded by Jim Kidd, the Board unanimously approved the November 10, 2016 meeting minutes.

**FINANCIAL REPORTS**

The financial reports, check register, project check register, bank account report, and claims, were presented for review. Jim Van Vlerah moved, and Bob Coder seconded the motion, to accept the financial reports as submitted, which motion was unanimously approved.

Transfer Capacity Fees (New Connections & Lake Pleasant Project) From O & M Checking to Capital Replacement Account - Tim recommended a motion to complete this transaction. Rob Moreland moved, and Jim Kidd seconded the motion, to transfer the capacity fees for Lake Pleasant in the amount of \$245,250.00, and new connection fees in the amount of \$37,115.85, as listed above, which motion was unanimously approved.

Reimburse Lake Pleasant & NED Administrative Expenses to O & M Checking - Tim also needs a motion for moving funds from Huntington Bank for Lake Pleasant and NED Administrative expenses to capital replacement account. Jim Kidd moved, and Jim Van Vlerah seconded the motion, to transfer the amount of \$100,374.91 for 2016, and administrative expenses of \$62,892.13 for 2016, as listed above, which motion was unanimously approved.

## OLD BUSINESS

460 LN 200 Lake James, Liebrecht Structure Encroaching into Easement - Mr. and Mrs. Liebrecht will not sign the standard encroachment agreement as written. Mr. Liebrecht was in attendance and stated that there is no entry to excavate the property. Mr. Van Vlerah stated that this is a standard agreement and the homeowner pays all costs associated if excavation is needed.

Search Committee Report - Rob Moreland stated that the recruiter asked if relocation expenses are in the equation. The Board recommended putting a cap on those expenses of \$2,500.00 - \$3,500.00 for in-state relocation or within 150 mile radius. If a possible employee comes from outside of that radius, the fee is negotiable. Lyndon Tucker stated that an organizational chart needs to be put in place. George Pifer suggested reviewing web sites for additional criteria of business managers.

Approve Aqua-Aerobics Pilot Agreement - Tim stated that no approval is necessary according to the terms of the District, and the District gives their approval for Tim's signature on that agreement.

## NEW BUSINESS

Engineering Resources Inc., Bill Etzler Introduces his Company - Bill Etzler, Vice President and Director of Business Development, for Engineering Resources, Inc., 11020 Diebold Road, Fort Wayne, IN, was in attendance and stated that the company has expertise in algae problems. He also designed and built wastewater treatment plants. He would like to offer his services to the District, and stated that he can help find a solution to the problems of the District.

Resolution 2016-12, Authorizing the Condemnation of Easements for Lake Pleasant Project - Tim stated that three properties are in question, and George Pifer stated that they are mandated by Indiana Code and not by the District to connect. Jim Van Vlerah moved, and Lyndon Tucker seconded the motion, to accept and approve Resolution 2016-12, which motion was unanimously approved.

Order Spare Dodge Gear Reducer \$1,841.28 Plus Shipping with Capital Equipment Funds - Tim stated that one failed and would like to have a spare. Jim Van Vlerah moved, and Rob Moreland seconded the motion, to order the spare Dodge gear reducer for \$1,841.28, plus shipping from the Capital Equipment Fund, which motion was unanimously approved.

Send #2 Blower Unit out for Repair \$4,972.30 Plus Shipping Estimate Without Troubleshooting by Aerzen - Tim stated that this is a rough estimate for the repair, and is waiting for a response from them if it is over that amount.

895 LN 800 Snow Lake Requesting Emergency Connection to the Antrup Cluster Field - Tim stated that Antrup Field is at or above capacity. The County is offering three options. Jim Van Vlerah suggested installing a temporary tank for the homeowners. Angela Cozik, homeowner, of 35 LN 890C, Snow Lake, purchased the property in July of 2016, and is in attendance. Tim stated that if the homeowner uncovered the tank to check if it has a bottom to prove it to the health department for further options.

## DISTRICT BUSINESS AND OTHER GENERAL MATTERS

NED Project - Tim stated that he received a rate schedule and George Pifer suggested Mr. Umbaugh attend the next meeting for explanations. Bruce Boxberger forwarded an email and suggested Tim and himself to work one more time with IDNR on the project, with their reply by the next month's meeting.

Lake Pleasant - Connection Time - Tim stated some have requested an extension of time. Jim Van Vlerah stated that Tim's deadline of May 2017 is fine, but they need to be actually pursuing interest in a good faith effort. Rob Moreland moved, and Jim Van Vlerah seconded the motion, to extend the connection time up to and including May 31, 2017, as long as the customer is displaying good faith effort in attempting to do so, which motion was unanimously approved. Tim also stated that the capacity fee of \$3,000.00 is due December 12, 2016. He urged not to extend that deadline. The Board agreed that there has been enough time for payment of this. The State Board of Accounts have said that if the customer can prove a hardship, a payment schedule will be put in place. Each will be looked at as a case by case basis. The penalty will be applied December 13, 2016. Jim Kidd, along with Tim Frederick will make the decisions on these hardships.

Holiday Schedule for 2017 - The schedule was submitted to the Board members. Rob Moreland moved, and Jim Kidd seconded the motion, to accept and approve the Holiday Schedule for 2017, which motion was unanimously approved.

Meeting Schedule for 2017 - The meeting schedule was submitted to the Board members. Rob Moreland moved, and Bob Coder seconded the motion, to accept and approve the Meeting Schedule for 2017, which motion was unanimously approved.

McEntarfer Law Office Letter - concerning Judy Munger for illegal connection in August of 2013, with letters submitted to the homeowner since that time outlining penalties. The recommendation of the Board is to forward the letter to Bruce Boxberger for the matter to be taken care of.

Lift Station #7 - Tim stated that this lift station needs to be rehabbed once again and needs pricing for that.

Election of Officers for SLWRD Board of Trustees - George Pifer asked the Board for nominations for Secretary/Treasurer. Bob Coder nominated Jim Kidd for the position of Secretary/Treasurer, and Lyndon Tucker seconded that nomination. With no other nominations being made, Jim Kidd was elected Secretary/Treasurer by unanimous vote of seven to zero. George Pifer asked the Board for nominations for Vice-President. Jim Kidd nominated Jim Van Vlerah for Vice-President of the District, with Bob Coder seconding that nomination. Lyndon Tucker nominated Rob Moreland for Vice-President of the District, with Chad Wise seconding that nomination. With no other nominations being made, Jim Van Vlerah was elected Vice-President of the District, by the majority vote of four. George Pifer asked the Board for nominations for President. Lyndon Tucker nominated George Pifer for the position of President, with Chad Wise seconding that nomination. Jim Van Vlerah nominated Rob Moreland for position of President, with Jim Kidd seconding that nomination. Rob Moreland was elected President of the District by the majority vote of four to one.

Public Comments - None.

## MOTION TO ADJOURN

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