

**STEUBEN LAKES REGIONAL WASTE DISTRICT  
BOARD OF TRUSTEES MEETING  
JUNE 9, 2016  
16-06R  
6:00 P.M.**

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:**

Also Present

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

George Pifer called the meeting to order at 6:00 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 MAY 12, 2016 MEETING MINUTES CHANGES OR ADDITIONS.**

The Board presented minutes of the May 12, 2016 meeting for review and approval. Tim Frederick pointed out that his name was written as Bruce Frederick several times. Those references should be changed to Tim Frederick. Upon motion made by Rob Moreland, and seconded by Jim Kidd, the Board unanimously approved the amended minutes of May 12, 2016 meeting.

**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 presented, which motion was unanimously approved.

**OLD BUSINESS**

Employee Search Committee - Lyndon Tucker spoke to the Board regarding a conference call, which was recently held with KB Search Team, LLC. Lyndon stated that two resumes could be forthcoming. Bruce Boxberger would like to be included in the interview process. Rob Moreland questioned the Board when the new employee should actually take charge. Rob also stated that Tim had given the Board the courtesy of ample time for an employee search and he

should continue in his position until the end of 2017 - his actual retirement date. He would like to propose a motion to that effect. George Pifer stated that the employee will be decided upon by an organizational chart, and the criteria of responsibilities created by the Board. Bruce Boxberger stated that this is a very significant personnel matter and should be tabled. George Pifer said that he will take counsel's advice with Rob Moreland withdrawing his motion. An executive session will be held July 14, 2016, at 4:00 p.m., requiring full board attendance.

## NEW BUSINESS

Resolution 2016-04 Internal Controls - George Pifer stated that this needs to be completed by June 30, 2016. Jim Van Vlerah asked if this was a State requirement. This policy is put in place because of embezzlement issues and regards checks and balances. Tim is asking to adopt the resolution before that date. Jim Van Vlerah moved and Jim Kidd seconded the motion to adopt Resolution 2016-04 Internal Controls, which motion was unanimously approved.

Resolution 2016-05 General Operational Plan, Methods, Policies, and Procedures - This can be finalized by the end of the year. This is for the Board to review only.

## DISTRICT BUSINESS AND OTHER GENERAL MATTERS

NED Project - Bruce Boxberger stated that no arrangement can be met with the State regarding the agreement. Bruce also stated the Board did not want to assume total maintenance of the Park, which now leaves further exploration of Lone Tree Point.

Ken Jones sent an email regarding options to the Board regarding Lone Tree Point with one of those options being no pipe under water, and the other being under the lake. Jim Van Vlerah recommended the engineers evaluate both options.

Lake Pleasant - Haskins Pay Request No. 1 - Tim Frederick stated that Haskins Underground, Inc., provided \$53,700 worth of work, with 5% retainage fee of \$2,685.00, leaving a balance due of \$51,015.00. Jim Van Vlerah moved, and Rob Moreland seconded the motion that the pay request of \$51,015.00 be paid to Haskins Underground Inc., which motion was unanimously approved.

Tim Frederick stated that several grinder pump stations have been moved from property lines to neighboring properties due to potential customers not signing easements. Tim stated that two of the homes will be abandoned.

Investment of Project Funds Currently Maturing - Tim Frederick stated that funds have matured and need to be moved to Huntington Bank. Tim is asking for authorization to work with updated NED project schedule. and to work with Umbaugh Cash Advisory Services, LLC. Rob Moreland moved and Jim Van Vlerah seconded the motion for Tim Frederick to work with the engineers and Umbaugh Cash Advisory Services, LLC. to reinvest funds as necessary, which motion was unanimously approved.

Request to Reimburse Project Funds From Huntington Bank to the SLRWD for \$698,466.77 - Tim is requesting reimbursement of money from Huntington Bank that was paid out of the operating fund to be put back in capital checking account. This money was used for

engineering fees, easements, etc. Jim Van Vlerah moved and Rob Moreland seconded the motion that the amount of \$698,466.77 be reimbursed to the capital checking account, which motion was unanimously approved.

Jim Van Vlerah would like to publicly thank Bruce Boxberger and his staff, Tim Frederick and his staff, and all Board members for their time and efforts for the Pokagon State Park issues.

Tim Frederick updated the Board with SDR Tank #1, and that tank needs additional work. He also stated that some of his staff is going through cyber security training. George Pifer stated that engineers from Indianapolis came for a visit to discuss treatment and flow issues, and were collecting data while they were here.

Lyndon Tucker questioned the Board regarding GPS. Tim stated that it is being utilized on a daily basis but no presentation was available as of this time, but the GPS is running smoothly.

Public Comments - Mr. Ted Bowman of Pokagon State Park attended and commended the Board for an excellent job, and stated that Pokagon would like to help the Board with alternatives on reaching Lone Tree Point. He gave a presentation on the maintenance side of the system from a meeting held three years ago. Pokagon wanted a partnership with the Board and would still like to have one.

Ken Jones spoke on the project and applauded Mr. Bowman, and commented on the meeting.

Bruce Boxberger stated that this meeting happened three years ago and the Board based its decision on responsibility and risk of assuming all maintenance, and this was not part of the deal.

#### 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.