

**STEUBEN LAKES REGIONAL WASTE DISTRICT
BOARD OF TRUSTEES MEETING
NOVEMBER 10, 2016
16-11R
6:00 P.M.**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Jim Kidd

Also Present

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

George Pifer called the meeting to order at 6:05 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 SEPTEMBER 8, 2016 MEETING MINUTES CHANGES OR ADDITIONS.

Minutes of the October 13, 2016 meeting were presented for review and approval by the Board. Upon motion made by Rob Moreland, and seconded by Bob Coder, with two abstentions, the Board approved the October 13, 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 Rob Moreland seconded the motion, to accept the financial reports as submitted, which motion was unanimously approved. Tim explained the offset amount to the PERF account which was accidentally put into the wrong account by journal entry. Lyndon Tucker questioned the journal entry procedures. Rob Moreland moved, Jim Van Vlerah seconded the motion, to make the correction to the journal entry as Tim Frederick described, which motion was unanimously approved.

OLD BUSINESS

GRW Engineering Report - Joe Tierney, Engineer, put together a presentation evaluating the wastewater treatment plant. Tim Frederick distributed a copy of a contract from Bruce Boxberger expressing additional changes that need to be accomplished. The Board decided to wait for a completed contract with approval by the Board in the near months to come.

Copy Machine - Tim explained the details to the Board about purchasing a newer copy machine for the purchase price of \$4,992.95, along with a maintenance contract. Tim explained that an outright purchase

would be more cost effective than long term leasing. Rob Moreland moved, and Jim Van Vlerah seconded the motion, to purchase the copy machine, with maintenance agreement, which motion was unanimously approved.

NEW BUSINESS

None.

DISTRICT BUSINESS AND OTHER GENERAL MATTERS

Lake Pleasant - Tim stated that he was unaware and not prepared for the 2 requests going to be approved at this meeting. Subcontractors have not completed the necessary work for completion of payment. Ken Jones stated that work was not sufficient when going through the punch list. He stated that these have now been completed, and some landscaping remains to be completed after Winter. Jim Van Vlerah stated that the Board needs to release retainage to Haskins. Mr. Jones feels confident that those issues have been addressed.

Approve Change Order 2 - Jim Van Vlerah moved, and Rob Moreland seconded the motion, that Change Order 2 as be accepted and approved as executed, dated 10-13-2016, which motion was unanimously approved.

Pay Request 5 - Jim Van Vlerah moved, and Lyndon Tucker seconded the motion, to pay Haskins Underground, Inc., the amount of \$63,037.30, as presented, which motion was unanimously approved. This last payment releases retainage, and puts the warranty in effect.

Tim brought to the Board's attention that a customer was asking to waive the penalty because her check was lost in the mail. George Pifer stated that is against Indiana Code to waive penalties for payments.

A customer from last meeting requested change in terminology for an agreement. George Pifer requested he be present at the next meeting.

NED Project - Ken Jones is awaiting word from Umbaugh, with nothing new to report.

Rob Moreland explained to the Board that the search committee should meet again regarding the new position being created, according to the revised timeframe.

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.