

**STEBEN LAKES REGIONAL WASTE DISTRICT  
BOARD OF TRUSTEES MEETING  
OCTOBER 13, 2016  
16-10R  
6:00 P.M.**

MEMBERS PRESENT:

Jim Kidd  
George Pifer  
Bob Coder  
Lyndon Tucker  
Rob Moreland

MEMBERS ABSENT:

Jim Van Vlerah  
Chad Wise

Also Present

--- 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 SEPTEMBER 8, 2016 MEETING MINUTES CHANGES OR ADDITIONS.

Minutes of the September 8, 2016 meeting were presented for review and approval by the Board. Upon motion made by Rob Moreland, and seconded by Jim Kidd, with one abstention by Lyndon Tucker, the Board approved the September 8, 2016 meeting minutes.

FINANCIAL REPORTS

The financial reports, check register, project check register, bank account report, and claims, were presented for review. Lyndon Tucker questioned the amount of \$3,200.00 for floats. Tim Frederick stated that float replacement will be an ongoing cost for the District. George Pifer commented on the fact that Gaylord Parr is on the payroll and he is deceased. Lisa stated that he was a vendor and this was an oversight. Bob Coder moved, and Rob Moreland seconded the motion, to accept the financial reports as submitted, with one abstention, the motion passed.

OLD BUSINESS

GRW Report for Wastewater Treatment Process - George Pifer stated that a representative came to the executive session and Tim explained the different options to the Board regarding solutions. Tim would like GRW to give a presentation in the near future.

NEW BUSINESS

460 LN 200 Lake James, Easement Encroachment - Lyndon Tucker moved, and Bob Coder seconded the motion to approve the homeowner's addition, with the variance being signed, which motion was unanimously approved.

80 LN 375 BA Lake James, Olson, Approximately 6.5 Between Proposed Structure and Property Line for Access to the Sewer System - George Pifer visited the homeowner and explained the circumstances to the Board. Lyndon Tucker stated that there is no access to the tank. Jim Kidd moved, and Lyndon Tucker seconded the motion, for the homeowner to proceed with his project, which motion was unanimously approved. No further discussion is needed.

H. J. Umbaugh & Associates Financial Plan for the Discontinuation of the NED Project - Tim Frederick spoke to the Board regarding Umbaugh's proposal. As an illustration for the Board, Tim removed new customers from the budget and said that in the year 2022 there will be a negative number involved.

Old National Bank Municipality Resolution 2016-11 - Tim stated that a bond has matured and now needs approval for relocation of that bond. Rob Moreland moved, and Bob Coder seconded the motion to approve the Old National Bank Municipality Resolution 2016-11, which motion was unanimously approved.

Amend Interest on 2014 Revenue & Refunding Revenue Bond for 2017 Budget and Beyond - Tim showed a schedule to the Board regarding the interest amount to be an accounting correction to the budget. Rob Moreland moved, and Jim Kidd seconded the motion, to note the change in the 2016 budget for increased interest amounts, and to amend the 2017 budget for the correct amount, which motion was unanimously approved.

#### DISTRICT BUSINESS AND OTHER GENERAL MATTERS

NED Project - Ken Jones spoke to the Board regarding NED.

Lake Pleasant - Tim stated that several are being connected at this time, with only a couple who haven't signed easements as of this date.

Establish an Internal Controls Oversight Committee - George Pifer stated that a committee will be established, consisting of two members, being the treasurer of the Board, and one other person. They will have guidelines to follow as read by George Pifer. George delegated Bob Coder to be on this committee. Rob Moreland moved, and Jim Kidd seconded the motion, that Bob Coder be board representative along with Jim Kidd, Treasure, to be on this committee, which motion was unanimously approved.

Tim Frederick stated that a new copy machine is needed at this time and listed possible prices. The Board questioned leasing a machine. Tim stated that he will look into lease prices as well.

Public Comments - Mr. Koehlinger, 15 LN 240A Big Otter Lake, questioned the Board about Pokagon State Park participation in the project. Lyndon Tucker questioned the general ledger docket of the PERF program not balancing. Tim stated that if anyone has a question that can be researched ahead of time, to please let the board know in advance so they can respond. George Pifer stated that it is public record.

#### 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.