

**STEBEN LAKES REGIONAL WASTE DISTRICT  
BOARD OF TRUSTEES MEETING  
FEBRUARY 9, 2017  
17-02R  
6:00 P.M.**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Lyndon Tucker

Also Present

--- Josh Weaver - Jones Petrie Rafinski

Rob Moreland called the meeting to order at 6:00 p.m.

Rob Moreland 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 JANUARY 12, 2017 MEETING MINUTES CHANGES OR ADDITIONS.

The Board presented minutes of the January 12, 2017, meeting for review and approval. Lisa stated that under DISTRICT BUSINESS AND OTHER GENERAL MATTERS, the grant for safety equipment was prepared by Bruce Deters, not Bruce Boxberger. Upon motion made by Jim Van Vlerah, and seconded by Jim Kidd, the Board unanimously approved the corrected minutes of January 12, 2017 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 and additional sheet on bond payments as submitted, which motion was unanimously approved.

OLD BUSINESS

Search Committee Report; Executive Session March 9, 2017, at 4:00 p.m. – Rob Moreland stated that a meeting will be held on this date to interview two possible candidates.

Lift Station #7 Updated Pricing – Bruce Deters stated that bypass pumping needs to be accomplished along with purchasing parts. Bruce stated that an additional \$15,431.66 is needed for bypass pumping and work will be done in-house. This is an asset allocation which will come out of capital funds. Jim Kidd moved, and George Pifer seconded the motion, that these changes be approved, and paid from the capital funds for Lift Station #7, which motion was unanimously approved.

Umbaugh & Associates 2017 Rate Study Approval – Rob stated that Bruce Boxberger reviewed the agreement and found it acceptable. Jim Van Vlerah moved, and Bob Coder seconded the motion, that the Umbaugh contract be approved as presented for the rate study as needed, which motion was unanimously approved.

#### NEW BUSINESS

Website Upgrade – Shannon Carpenter presented the proposal for the Website upgrade for the District. She has reviewed the website stating that layout and content are not easily accessible to viewers. Shannon is a freelance web and graphic designer, and will charge approximately \$3,675.00 for her services. The completion time is approximately twelve weeks. George Pifer moved, and Chad Wise seconded the motion, that Shannon Carpenter’s proposal be accepted to update the website, which motion was unanimously approved.

KML, Inc. OdorEx Testing Proposal – Bruce stated it is a new chemical and would like to try this for a 90-day trial period. Dustin Wuis spoke regarding the product of KML, Inc. Jim Kidd moved, and George Pifer seconded the motion, that the KML, INC., OdorEx testing proposal for the 90-day trial be approved, which motion was unanimously approved.

Maintenance Building Reseal Roof Proposals – Bruce Deters presented proposals for the roofing project. He stated that Reflective Roofing, of Fort Wayne, was the most cost effective. Jim Van Vlerah moved, and George Pifer seconded the motion, that the proposal from Reflective Roofing, be accepted, and work to commence when weather permits, which motion was unanimously approved.

#### DISTRICT BUSINESS AND OTHER GENERAL MATTERS

NED Project – Bruce Deters spoke regarding lack of communication between staff and Fremont. Josh Weaver, Engineer, spoke on behalf of JPR, on Fremont lift stations. Rob stated that there are legal issues and engineering issues. Jim Van Vlerah recommended JPR working with Tim, Bruce Deters, and Bruce Boxberger, to draft a response to this situation.

ERI Contract for On-Call Engineering Assistance – Rob stated that Tim recommended having a contract for on-call engineering assistance. Tim will be contacted regarding this.

Public Comments - None.

#### MOTION TO ADJOURN

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