

**STEUBEN LAKES REGIONAL WASTE DISTRICT
BOARD OF TRUSTEES MEETING
JANUARY 12, 2017
17-01R
6:00 P.M.**

MEMBERS PRESENT:

Jim Van Vlerah
Jim Kidd
George Pifer
Bob Coder
Rob Moreland

MEMBERS ABSENT:

Lyndon Tucker
Chad Wise

Also Present

- Kenneth Jones, Jr. - Jones Petrie Rafinski
- John Julian, Umbaugh & Associates
- Bruce Boxberger, District Attorney

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 DECEMBER 8, 2016 MEETING MINUTES CHANGES OR ADDITIONS.

Minutes of the December 8, 2016 meeting were presented for review and approval by the Board. Upon motion made by Jim Van Vlerah, and seconded by Jim Kidd, the Board unanimously approved the December 8, 2016 meeting minutes.

FINANCIAL REPORTS

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

BOARD OF FINANCE ANNUAL MEETING

Rob Moreland opened the annual meeting of the Board of Finance

Tim Frederick listed the state of account balances to the Board.

Jim Kidd moved, and Jim Van Vlerah seconded the motion, to adjourn the Board of Finance annual meeting, which motion was unanimously approved.

OLD BUSINESS

John Julian, Umbaugh & Assoc. NED Project Funding - Mr. Julian stated that the analysis has been completed. He suggested a short term loan or bond anticipation notes that would mature in 5 years. Bruce

Boxberger stated that if a rate increase is needed, to not exceed 5%. John Julian stated that no increase has been made since 2012. Jim Van Vlerah moved and Jim Kidd seconded the motion, for Tim Frederick and John Julian to work together on a proposed rate increase not to exceed 5%, which motion was unanimously approved.

Search Committee Report - Rob Moreland stated that he and Lyndon Tucker spoke with two possible candidates.

DISTRICT BUSINESS AND OTHER GENERAL MATTERS

NED Project - Ken spoke on the NED Project. Bruce updated the Board regarding the State of Indiana. The State would like to have another meeting to go over terms that they are concerned with. The State would like a breakdown of costs being applied to them. The Board recommended that they move forward with the investigation of all materials listed by Bruce Boxberger.

Bruce Boxberger stated that he would like a rate increase for his position as attorney for the district, from \$175.00 to \$225.00. He stated that it is the second rate increase in 20 years. Jim Van Vlerah moved and Jim Kidd seconded the motion, that the increase be paid to Bruce Boxberger, starting in February, 2017, which motion was unanimously approved.

OLD BUSINESS

Blower Unit too Expensive to Repair (\$13,164.87) New Unit \$10,893.26 Plus Shipping. They will Waive the Teardown Charges - Jim Van Vlerah moved, and Bob Coder seconded the motion, that a new blower unit will be purchased for the price of \$10,893.26 plus shipping, which motion was unanimously approved.

NEW BUSINESS

Approve Resolution 2017-01 Public Depository - Tim stated that this resolution is for investing two million dollars. Jim Van Vlerah moved, and Jim Kidd seconded the motion, to accept and approve Resolution 2017-01, as presented, which motion was unanimously approved.

Recoat the West Well for Lift Station 7 Located Along County Road 225 West \$14,300 as a Capital Repair Plus By-Pass Pumping Costs - Tim stated that three other lift stations will need this same process in the future. Jim Van Vlerah moved, and George Pifer seconded the motion, that the recoating of the west well for lift Station 7 for \$14,300.00, located along County Road 225 West, be approved as presented, which motion was unanimously approved. He also listed the prices for lift station 3 for \$16,500, lift station 12 for \$15,200, and lift station 22 for \$12,000, to be used for future reference.

Purchase Spare PLC Processor for SBR Treatment Plant Control Panel \$2,754.41 Plus Shipping from Capital Repair Funds - Tim looked into prices for this. Jim Kidd moved, and Jim Van seconded the motion, that the PLC processor be purchased from capital funds, which motion was unanimously approved.

DISTRICT BUSINESS AND OTHER GENERAL MATTERS

The District Received a \$2,009.00 Grant for Safety Equipment - Tim stated that workmans compensation is through IPEP, and a \$2,009.00 grant has been received for purchasing safety equipment. Tim will purchase manhole cover guards and a device to lift the manhole cover. Bruce Deters submitted an application, and the application was granted.

Consideration of Various Projects - Rob Moreland suggested:

- updating the website;
- working on human relation policies, and employee handbook;

Tim suggested sending an employee to HR training. Rob stated that a certification is usually given after the training. Jim Van Vlerah suggested that the employee will be paid for the training and possibly a wage compensation sometime in the future.

- electronic payment of bills;
- direct deposit for employees;
- procedure policy for variance exception issues;
- more information conveyed in newsletter;

Tim will look into the website. Rob Moreland will suggest an individual for him for that purpose.

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.