

**STEUBEN LAKES REGIONAL WASTE DISTRICT
BOARD OF TRUSTEES MEETING
JULY 13, 2017
17-07R
6:00 P.M.**

MEMBERS PRESENT:

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

Also Present

--- Bruce Boxberger – District Attorney
--- Chirag Patel – Jones, Petri, Rafinski

MEMBERS ABSENT:

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 JUNE 8, 2017 MEETING MINUTES CHANGES OR ADDITIONS.

The Board presented minutes of the June 8, 2017, meeting for review and approval. Upon motion made by Jim Kidd, and seconded by Jim Van Vlerah, the Board unanimously approved the meeting minutes of June 8, 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 report as submitted, which motion was unanimously approved.

George Pifer questioned the number of pump repairs. Tim Frederick stated the repairs are needed because the pumps are getting old.

Tim called attention to the resignation of an employee hired in 2003, and stated that another employee was already in place for this position.

OLD BUSINESS

Approval of Bryan Klein's Employment – Rob stated that an offer of employment has been accepted by Mr. Klein. Rob stated that the employee handbook needs to be changed to read that employees receive benefits after 30 days of employment instead of six months. Mr. Klein raised the question of comp time, but

he is ineligible under the terms of his employment. Rob stated that September 5 will be his starting date of employment. Jim Van Vlerah moved, and Bob Coder seconded the motion, that Bryan Klein's employment be accepted taking into account the three exceptions that he has questioned, and amending the employee handbook to reflect the change from six months to 30-days start date for receiving benefits, with no comp time for an exempt employee, and also a 2-year maximum of 20 sick days accumulation, and if they don't use them within that time, they will be lost, which motion passed with one abstention.

895 Lane 800 Snow Lake New Connection and Others – Kevin Cozik, and another homeowner of 495 LN 800, would both like connection to the cluster system. Tim stated that according to the summer flow, it is over capacity, and Jim Van Vlerah recommended that no changes to the structure be made.

Kevin Cozik, 35 LN 890C Snow Lake, was in attendance, and stated that the County is condemning his property if he cannot connect. The other homeowner was not in attendance. Jim Kidd moved, and Jim Van Vlerah seconded the motion, that Mr. Cozik's connection be accepted, with no structure changes other than additional plumbing for a water saving toilet, which motion was unanimously approved.

STAR Financial Positive Pay System to Protect the District from Various Counter/Fraudulent/Forged Checks – Bruce Boxberger reviewed the uniform commercial code and recommended that the District doesn't need this service.

Aqua-Aerobics Pilot Filter Decommissioned – Tim stated that he is waiting for a report. Tim stated that JPR submitted a proposal to the District to move forward with the preliminary investigative report on the filter, costs included. Mr. Patel stated that there would be a permanent solution to this problem, with amounts that would reflect on the capital amounts for the budget. Jim Van Vlerah moved, and Jim Kidd seconded the motion to pay from the capital fund to JPR, the amount of \$7,000.00 for the report, which motion was unanimously approved.

Resolution 2017-04 Easement/Ordinance Exception/Variance Request Procedure – Rob stated that the board review the draft, and comments will be accepted at the next meeting regarding this resolution.

Increase Rate for Class II Customers – Tim stated that there is a rate increase in the near future for all classes, which includes a small rate increase for Class II customers. This is due to chemical and equipment costs for the system. Jim Van Vlerah moved, and Lyndon Tucker seconded the motion, for Tim to instruct Umbaugh to include Class II customers in his upcoming rate study, which motion was unanimously approved.

Bond Refinancing – Umbaugh & Associates – Tim stated that Umbaugh is putting together specifications and requirements for the bond refinancing with STAR expressing some interest in this. Once this proposal is accomplished, with distribution to various entities, bringing back results to the Board.

NEW BUSINESS

600 LN 800 Snow Lk Troutner Deck Over Tank – Tim distributed pictures to the Board, and stated that the lid is very difficult to remove since the lumber has swelled. He stated he needs access to accomplish locate spots and pump servicing. Lori Heiges Troutner, and her mother, Jeanette Troutner, were in attendance, and Lori spoke to the Board. The composite wood replacement of this has been an issue, and the property has been pumped and inspected and passed through the years. Tim stated that if the fingerhole could be eliminated and the wood shaved around the edges, then this would be acceptable. Lyndon Tucker moved, and Chad Wise seconded the motion, that the deck be approved, with discussed alterations being accomplished, which motion was unanimously approved.

DISTRICT BUSINESS AND OTHER GENERAL MATTERS

NED Project – Tim stated that the required easements need to be accomplished. Mr. Patel stated that fieldwork has been completed, and a meeting will be held with Tim and Bruce to discuss a right-of-way within the Pokagon State Park and Lone Tree Point. Discussions with the Park need to be held regarding this. Lift station acquisitions and easements are next on the list. He is gearing up to start the design phase of the project. Mr. Patel did state that the amendment to the agreement still needs to be done and will have this to the Board by next meeting.

Fremont Discussion – Bruce Boxberger stated that a petition has been filed regarding Fremont, and they have filed a Motion to Dismiss along with a Brief. Bruce will file documents by July 21, 2017, and will know the outcome by September.

Generator Contract – Cummin’s Crosspoint Contract vs. MacAllister Power Equipment – Tim stated that he was able to negotiate a five-year price with Cummins Crosspoint with substantial savings.

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.