

**STEUBEN LAKES REGIONAL WASTE DISTRICT
BOARD OF TRUSTEES MEETING
FEBRUARY 22, 2023
23-02R
6:00 P.M.**

MEMBERS PRESENT:

Craig Rice
Larry Keeler
Renee Clauss
Jon Flaugh

MEMBERS ABSENT:

Abby VanVlerah
Rob Moreland (via phone)
Kelly Johnson

Also Present

Andrew Boxberger – Carson LLP
Steve Henschen – Jones Petrie Rafinski

Craig Rice called the meeting to order at 6:30 p.m.

Craig Rice 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 only to the matters at hand.

APPROVAL OF THE JANUARY 2023 MEETING MINUTES CHANGES OR ADDITIONS.

The Board presented minutes of the JANUARY 25, 2023, board meeting minutes for review and approval. Upon motion duly made by Renee Clauss and seconded by Jon Flaugh, the Board unanimously approved the board meeting minutes JANUARY 25, 2023.

FINANCIAL REPORTS

The financial reports, check register, project check register, bank account report, and claims for JANUARY 2023 were presented for review.

The Revenue Report, Appropriation Report, Capital Expenditures, Accounts Payable Register, Fund Report with Investments, and Monthly Budget Report with Capital for JANUARY 2023 were presented for review. Jon Flaugh moved, and Larry Keeler seconded the motion, to accept and approve the JANUARY 2023 financial reports as submitted, which motion was unanimously approved.

ATTORNEY REPORT

- A. Inclusion of Territory – Jamestown Township: Andy Boxberger addresses the board; the Jamestown Township Trustee has filed an application to include all unincorporated areas

of the Jamestown Township into the District boundaries. Renee Clauss moved, and Jon Flaugh seconded the motion, to accept and approve the application for inclusion of territory by the Jamestown Township Trustee to include all unincorporated areas of Jamestown Township into the District boundaries as submitted, which motion was unanimously approved.

- B. BAN Renewal: BAN A expires April 1st, 2023. The bank (Farmers State Bank) has agreed to extend the BAN A due date until July 1st, 2023, without any increase of any kind (rate will remain at 1.49%).
- C. Working on acquiring two pump station sites for NED II: Purchase agreement for a parcel of land in the amount of \$5,253.50 on Orland Rd & 425 for pump station 2. Renee Clauss moved, and Larry Keeler seconded the motion, to accept and approve the real estate purchase/sales agreement for property located at Orland Rd & 425 in the amount of \$5,253.50 and authorize Bryan Klein to sign the purchase agreement as submitted, which motion was unanimously approved.

ENGINEERS REPORTS

- A. Steve Henschen with JPR addresses the board; The anticipated timeline for closing activities shows a final closing date with the SRF for April 21st, 2023. The formal notice of award will then be issued within a few days of that closing (estimated April 25th, 2023). It is expected at the May 24th, 2023 board meeting to then sign the agreements, bonds, and certificates of insurance received from contractors. Contract start time is estimated to be May 25th, 2023. The estimated completion of Contract A which is the main pumpstations would be June of 2024 and the estimated completion of Contract B (West side of the lake up around 120 and coming down to the curve on 120) would be November 2025. Due to the bids being received in November and the actual final closing being of April 21, 2023, the bids will expire their 150 days. Both contractors have agreed to extend their contract times and the formal written acceptance of extending the contract time from Selge and the one from Niblock should be received soon.
- B. NED II - Jellystone: Jellystone will be paying to sewer their campground and build a forced main down 300 all the way to 120. They are currently working with Bryan Klein and Andy Boxberger for the formal agreements. They will require JPR to finish the engineering as their engineer in Fort Wayne will be unable to continue due to personal reasons. Steve is asking for board approval to work for Jellystone or the current engineer out of Fort Wayne. Andy Boxberger confirmed he sees no legal issues with JPR moving forward with Jellystone or their current engineer out of Fort Wayne. Larry Keeler moved, and Renee Clauss seconded the motion, to accept and approve the request for JPR to work independently with Jellystone or their current engineer to hookup to the District's system as submitted, which motion was unanimously approved.

OLD BUSINESS

- A. Septic receiving station pump quote: The septic receiving station is a rather large tank where all waste haulers dump into, and the pump located in the bottom of the receiving station that pumps the material into the blue storage tank for the biosolids process has outlived its useful lifespan and is needing replaced. Tyler Weldon, out director of treatment has received a quote from Straeffler Pump & Supply, INC. for the replacement pump as well as a spare in case of failure. The quote total is \$27,062.00. Time to receive parts is estimated to be 6 weeks. This is a Capital expenditure. Jon Flaugh moved, and Larry Keeler seconded the motion, to accept and approve the purchase from Straeffler Pump & Supply, Inc. in the amount of \$27,062.00 for a replacement pump as well as a spare pump for the septic receiving station to be paid for out of Capital funds as submitted, which motion was unanimously approved.

NEW BUSINESS

- A. HK Solutions Group Monoform+ structural concrete lining system: With the current issue of concrete being eaten away, the District is looking for a possible solution. Mike Ingham with HK Solutions Group presented a proposal for installation of their Monoform Plus lignin system in 2 wet wells (#6 and #13). The Monoform Plus is a 100% structural and 100% corrosion-resistant subsurface structure rehabilitation system. Traditionally, a reinstall of the manholes would be necessary. With Monoform+ there would be a protective concrete liner (100% corrosion resistant) with a 70-year design life. Proposed pricing for wet well #6 is \$38,660.00 and #13 is \$45,803.00 which does not include bypass pumping, removal of existing flat-top, removal of pumps, pump bases, guide rails, piping, valves, controls, etc., furnish & install new precast flat-top with hatch, and furnish & install new pumps, pipping, valves, etc. This is being considered for wet wells that will need to be replaced in future projects. This would decrease the future repairs/replacements on our wet wells which in turn decreases future expenses. Wet wells #6 and #13 are both from the original project (2004/2005). No motion at this time.
- B. John McCoy – Midsolv (The District's IT support) options for remote board meetings: The District is currently set up with Teams which allows up to 1,000 guests to attend virtually but they cannot participate in the meeting (both board members and the public). Microsoft allows up to 1000 participants in our current subscription so there would be no additional cost there. The Meeting Owl 3 is a virtual meeting experience. The base unit cost is \$1050.00 plus shipping along with \$500.00-\$700.00 setup/training costs. It would be a cost of \$4.00 a month to call in. There would still need to be 4 or more board members in person to hold the board meeting. Andy Boxberger to circulate the policy for board members to review. No motion at this time.

DISTRICT BUSINESS & OTHER GENERAL MATTERS

N/A

PUBLIC COMMENT

- A. Peter Walche, resident at 4643 W Orland Rd: Peter said he did not receive a notice of the rate increase besides the letter inserted with his new coupon book. He stated the original contract with SLRWD never talked about rate increases. He thinks each customer is entitled to a separate notice of the introduced rate and rate hearing, not simply in the newspapers and website.
- B. Steve Smith, resident at 300 In 120 Lime Lk: Steve pays one single bill for a property and another separate bill that is a rate and a half for another property.
- C. Mike Miller, resident at 2754 N 400 W: Mike said there is no option of a septic system and said there are continued rate increases. He will do more research as he wants to understand where our costs are. Is the District getting grants to remove leach fields? What if we couldn't afford to do that? Would there be fines? He does not agree that we only put notice of the introduced rate and rate hearing the newspapers and website.
- D. Frank Hartman, resident at 6740 W South Lake Gage Dr.: His home has been in his family for over 70 years. He thinks the lake is for common people and now he cannot afford it. He would like it to be metered for seasonal customers.
- E. Kate Lucas-Miller, resident at 2754 N 400 W: Kate stated most of everything mentioned in tonight's meeting was about spending more money and not saving money.

MOTION TO ADJOURN

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