

**STEUBEN LAKES REGIONAL WASTE DISTRICT
BOARD OF TRUSTEES MEETING
JUNE 26, 2024
24-6R
6:00 P.M.**

MEMBERS PRESENT:

Mike Miller
Craig Rice
Rob Moreland
Jon Flaugh
Renee Clauss
Abby VanVlerah

MEMBERS ABSENT:

Kelly Johnson

Also Present

Andrew Boxberger – Carson LLP
Alexandra Nahrwold – 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 only to the matters at hand.

APPROVAL OF THE MAY 2024 MEETING MINUTES CHANGES OR ADDITIONS.

The Board presented minutes of the MAY 30, 2024, board meeting minutes for review and approval. Upon motion duly made by Abby VanVlerah and seconded by Jon Flaugh, the Board unanimously approved the board meeting minutes MAY 30, 2024.

FINANCIAL REPORTS

The financial reports, check register, project check register, bank account report, and claims for MAY 2024 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 MAY 2024 were presented for review. Renee Clauss moved, and Kelly Johnson seconded the motion, to accept and approve the MAY 2024 financial reports as submitted, which motion was unanimously approved.

Mike Miller asked about the purchase of two new fleet vehicles. Bryan Klein explains that we used to have a trade in system as well as a municipality discount that saved the District a large amount of money on a new fleet vehicle. Both the value of trade-ins as well as the

municipality discount has decreased significantly. Bryan will bring more accurate numbers to the board next week for informational purposes.

Mike Miller questions specific line items on the Accounts Payable Summary Report that shows only select line items from the WEX fuel statement. Printed invoice for Mike to review that the total paid was not for a single vehicle but in fact for the entire fleet broken down by fleet vehicle. No further questions.

ATTORNEY REPORT

Andy Boxberger confirms that the City is running sewer to the rest stop per a news article. A portion of that line has to run through District boundaries to reach that rest stop. Andy is looking into what that means for the District and should have more information at the next meeting. Rob Moreland confirms he is unconcerned that the City will be servicing the rest stop but is concerned that there was no communication with the District as it will involve District territory and we had to find out through a newspaper article.

ENGINEERS REPORTS

- A. NED Phase 2 – Construction Update: Allie Nahrwold attends on behalf of Steve Henschen with JPR. Work has not yet started, the following pay applications and change order is in regard to materials. For Contract A (pump stations No. 1, 2, & 9), we are approximately 71% through the new project timeline. Selge intends to do work after labor day. It should take about two weeks to get in and out and be completed by November 1st, 2024. For Contract B (West service area) Niblock expects to be on site sometime between July 8th and July 16th.
- B. NED Phase 2 – Contract A Pay Application No. 3: Pay Application for Selge Construction in the amount of \$198,615.60 for materials that were delivered here or at some of Selge’s facilities. JPR has confirmed the materials at both locations. Craig Rice moved, and Jon Flaugh seconded the motion, to accept and approve the NED Phase 2 Contract A Pay Application No. 3 to Selge Construction in the amount of \$198,614.60 as submitted, which motion was unanimously approved.
- C. NED Phase 2 – Contract B:
 - a. Pay Application No. 4: Pay Application for Niblock Excavating in the amount of \$338,860.25 for materials. Abby VanVlerah moved, and Renee Clauss seconded the motion, to accept and approve the NED Phase 2 Contract B Pay Application No. 4 to Niblock Excavating in the amount of \$338,860.25 as submitted, which motion was unanimously approved.
 - b. Change Order No. 3: Allie anticipates having a change order every other month for Contract B. JPR is currently doing site visits at each property and is estimated to be 15% through Contract B locations. The last mailing to customers was in

February. We would like to do another mailing as an update to NED II Contract B & C customers. Allie prefers to verify any missing easements before sending out a mailing so that we can include any information to those property owners that need to finish their easements. Marisa address' the largest complaint from NED II customers is that they went from a packet being received from JPR via mail in September 2022 to a mailing with a monthly invoice and capacity fee invoice this spring. They wanted updates in-between. We confirmed with these customers that they need to refer to our board minutes each month for their general updates. It is too costly for all of the District customers to send out repeat mailings when we did not have any specific updates for them. Our board minutes will be the most updated and helpful thing for them to seek out and review on their own for an update. Abby VanVlerah moved, and Craig Rice seconded the motion, to accept and approve the NED Phase 2 Contract B Pay Change Order No. 3 to Niblock Excavating in the amount of \$21,149.00 as submitted, which motion was unanimously approved.

- D. CR 300 W Alignment Change: (Southern portion) We requested pricing from Niblock to move that line to the road. We have approval from the County Highway department. We are still in negotiations regarding pricing. JPR has a meeting set up with Niblock to get more exact numbers to bring to the board in the future. Still in negotiations.
- E. Frontier Communications Fiber Conduit Lines: North of CO RD 600 there was a fiberoptic project that was not to start their work for another year and a half. They were approved to lay fiber 12' from the road but has been laid it within 5' of the road. There is about 5400ft, 13 laterals, and 4/5 manholes that are all affected by this fiber. JPR had a meeting on site which was supposed to be with Frontier directly, however they sent their contractor. Niblock is ok with moving forward as planned which the District agrees. We had approval first and Frontier has not coordinated with us. There is a little over a mile of line already put in along with their conduit boxes in place. Fiber has not been pulled into the boxes yet. These are in the way of our approved project. Rob Moreland would like Andy Boxberger to be involved and to keep proper documentation in case of any future litigation. Andy would like to review the County permits to verify if Frontier has gone against their approved permit plan.
- F. PS 13 EMERGENCY REPAIR – PROJECT UPDATE: Phase 1 to get the station functional and phase 2 to excavate and install have been completed. Once all materials are in, phase 3 will start.
- G. PS 13 EMERGENCY REPAIR – Invoice for Phase 2 from Selge Construction: Invoice totaling \$299,250.00. B&B Sanitation invoice totaling \$4,050.00 for bypass pumping was presented. Keep-It-Clean invoice totaling 7,975.00 for bypass pumping was presented. These expenses were approved in a previous meeting, no motion needed. Invoice presented for an update.

NEW BUSINESS

N/A

OLD BUSINESS

N/A

DISTRICT BUSINESS & OTHER GENERAL MATTERS

N/A

PUBLIC COMMENT

N/A

MOTION TO ADJOURN

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