

**STEUBEN LAKES REGIONAL WASTE DISTRICT  
BOARD OF TRUSTEES MEETING  
AUGUST 28, 2024  
24-8R  
6:00 P.M.**

**MEMBERS PRESENT:**

Mike Miller  
Jon Flaugh  
Rob Moreland  
Kelly Johnson  
Renee Clauss  
Abby VanVlerah

**MEMBERS ABSENT:**

Craig Rice

Also Present

Andrew Boxberger – Carson LLP  
Steve Henschen – 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 JULY 2024 MEETING MINUTES CHANGES OR ADDITIONS.**

The Board presented minutes of the JULY 26, 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 JULY 26, 2024.

**FINANCIAL REPORTS**

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

Currently we are at 48% expended of the 2024 budget as of July 2024. Current asset replacement transfers from the operating funds to capital funds are a monthly transfer of funds to anticipate necessary repair and replacements of capital assets. That does include lift stations. Steve

Brock has proposed shifting money away from that fund and moving forward with a difference plan involving the SRF which will drop the amount transfer to capital from \$1,000,000 back to around \$400,000 for the year and use the difference as a payment on the SRF financing bond payment. This plan is in efforts to not raise the rate but still repair and replace what is necessary. We are waiting on our application with the SRF to see what offer comes back. Will discuss with the board when the SRF has returned their offer. Bryan Klein presented the 2025 budget for review and a motion is anticipated at next month's meeting.

## NEW BUSINESS

- A. Purchase of replacement VFD's for Lift Stations 5 and 29: We are still having power surges and have contacted NIPSCO and the power company we used to put surge protectors on. Trying to figure out if it is on the power company side or the drives side. NIPSCO said it is on our side and surge protector company said it is on NIPSCO. With the situation at hand, we need to have spare VFD's on hand. We have purchased two from BL Anderson for the total cost of \$7,858.00. We are monitoring to see if it is coming in from NIPSCO or after. We have meetings set up to talk about putting contactors in or possibly a new drive. Abby VanVlerah moved, and Jon Flaugh seconded the motion, to accept and approve the invoice for the purchase of two replacement VFD's from BL Anderson in the amount of \$7,858.00 as submitted, which motion was unanimously approved.
- B. SBR (sequential Batch Reactor) #3 replacement flex coupler quote: Aqua Aerobics quote submitted in the amount of \$9,199.48. Abby VanVlerah moved, and Kelly Johnson seconded the motion, to accept and approve the Aqua Aerobics quote in the amount of \$9,199.48 as submitted, which motion was unanimously approved.

## ATTORNEY REPORT

N/A

## ENGINEERS REPORTS

- A. NED Phase 2 – Construction Update: Steve Henschen updates that we are well into construction for the NED Phase II project. There are several change orders that need approval at tonight's meeting. With these change orders included, we are overall 1.75% over the original contract amount. Contract A (Pump stations 1,2, and 9), Selge is on board to start after Labor Day, but we do not have an exact date. One slight delay is the automatic transfer switch for LS#1 is delayed again with the manufacturer. They are looking at a September ship date. Since the contractors are looking to do each list station back-to-back and now that will include lift station #13. They will proceed with lift stations 2, 9, and 13. If the automatic transfer switch is still not here at the completion of lift stations 2, 9, and 13, the rented equipment would need to sit unused at an additional and unwanted cost of \$27,000-\$54,000. Cole Shock had an idea to use the existing ATFs that is undersized, for an interim period so we could finish it off and then when the new switch comes in we can simply switch it out. The answer is yes, we can do that and save the larger unwanted cost if that situation occurs. There would be a smaller cost for the

switching of the old switch with the new that is estimated to be at or under \$10,000. Abby VanVlerah moved, and Kelly Johnson seconded the motion, to accept and approve the temporary use of the ATS at lift station 1 and then switch it out at the cost not to exceed \$10,000 as submitted, which motion was unanimously approved. Contract B will start work this week at Snow Lake (Niblock) and Contract C will not start until 2025. JPR's construction inspector is going house to house meeting with customers about each individual tank placement. Next month JPR will be coming to the board with more specific accommodations for customers. These accommodations mean more change orders.

- B. NED Phase 2 – Contract A change order: Change order #3 for Selge Construction in the amount of \$31,302.00 for Contract A which is the 3 pump stations. This is another value-added item to the project that Bryan and Cole have been working on. It is adding an outside junction box next to the pump station control panel which will stop the gasses from eating at the control panel wires. This junction box is going to be standard for all lift stations moving forward. There have been negotiations with the contractor on this as their mark-ups were at 15%, which exceeded our contract with them. We also spoke with the electrical contractor about their cost, and it has been adjusted to be more reasonable. This junction box will save money in the long run and prevent this issue of the gasses causing corrosion. Abby VanVlerah moved, and Kelly Johnson seconded the motion, to accept and approve the Change order #3 for Contract A in the amount of \$31,302.00 as submitted, which motion was unanimously approved.
- C. NED Phase 2 – Contract B change order #5 and #6: Change order #5 for Niblock Excavating in the amount of \$255,082 deals with the relocation of the force main coming out of the new lift station #31 at Big Boyz Toyz on Co Rd 300 heading South to lift station #9. We had discussions about the unmarked utilities on both sides of the road in our path which were existing. We had a hard time getting anyone to mark anything for design purposes. There was nowhere to put the new force main, so we have spoken to the County Highway Department about placing it in the pavement lane which means extra costs for excavating and patching in the road. Niblock's first number to us was \$450,000 and their second number was \$350,000. The final number is \$255,082.00. This includes the new striping that the County has asked for as well as the automatic signals that will be used to direct traffic. Abby VanVlerah moved, and Kelly Johnson seconded the motion, to accept and approve the Change order #5 for Contract B in the amount of \$255,082.00 as submitted, which motion was unanimously approved.

Change order #6 for Niblock Excavating in the credit amount of (\$31,777.50) for NED II Contract B. This is for grinder station location changes and the elimination of four grinder stations that property owners have been granted exemptions. The grinder stations have already been purchased and the District will keep them for future use as they are always needed but the work associated with the installation is reflected in this change order. When/if their septic systems eventually fail, they will have to connect to the system at their own cost. Abby VanVlerah moved, and Jon Flaugh seconded the motion, to accept and approve the Change order # for Contract B in the amount of (\$31,777.50) as submitted, which motion was unanimously approved.

D. NED Phase 2 – Contract B pay application #6: Pay application to Niblock Excavating in the amount of \$350,412.25 for Contract B. This pay application is primarily for materials stored on site this month. Next month we will see some work installed. Abby VanVlerah moved, and Kelly Johnson seconded the motion, to accept and approve the Pay Application #6 for Contract B in the amount of \$350,412.25 as submitted, which motion was unanimously approved.

E. PS Replacement Project – update on evaluation and budget: Cole, Bryan, Steve, and Bruce have visited all 21 stations trying to find cost saving measures. The majority of the wet wells can be coated which saves funds. Starting with base bids and using alternate bids. Will have more to discuss next month. No motion made.

#### OLD BUSINESS

N/A

#### DISTRICT BUSINESS & OTHER GENERAL MATTERS

A District staff member inquired about a maternity leave policy. Employees currently only get their PTO and up to 6-week unpaid medical leave. Would have to include both maternity and paternity in the policy. Will discuss more at next months meeting. No motion made.

#### 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.