

**LIBERTY REGIONAL WASTE DISTRICT  
BOARD MEETING MINUTES  
AUGUST 17, 2023**

The LRWD board meeting was called to order by President Steve Knoté @ 7:00 p.m.

Members in attendance were: Danielle Castle, Marla Cook, Steve Craycraft, Steve Graves, and Steve Knoté.

Others present were: Office Manager Kathy May, Superintendent Tim Gibson, Bookkeeper Peg Selvey, Engineer Rick Miller, Attorney Mark Abrell, Brent Devine and Tyson Weems.

Mrs. Castle made a motion to accept the minutes from the June 15<sup>th</sup> meeting as written. Mr. Craycraft seconded the motion, all ayes, no nays, motion carried.

The July 20, 2023 Board meeting was cancelled, so there aren't any minutes for that meeting.

Claims totaling \$242,543.42 for June 16, 2023 to July 20, 2023 were viewed and signed.

Mrs. Castle made a motion to accept the claims as written. Mr. Craycraft seconded the motion, all ayes, no nays, motion carried.

Mr. Knoté recognized Bookkeeper Peg Selvey for the financial report.

Peg reported the receipts for June 2023 were \$199,937.83 with disbursements of \$217,454.95 leaving \$17,517.12 in the red.

The year to date is \$818,803.62 with disbursements of \$1,084,691.31 leaving \$265,887.69 and \$250,000.00 CD leaving \$15,887.69 in the red.

Mr. Craycraft made a motion to accept the June financial report. Mrs. Castle seconded the motion, all ayes, no nays, motion carried.

Peg reported claims for July 21, 2023 to August 17, 2023 \$82,916.85.

Mr. Craycraft made a motion to accept the claims as written. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Peg reported receipts for July was \$96,639.65 with disbursements of \$98,250.53, leaving 1,610.88 in the red.

The year to date is \$915,443.27 with disbursements of \$1,182,941.84 leaving \$267,498.57 in the red with a CD of \$250,000.00 leaving \$17,498.57 in the red.

As of today 8-17-23, the billing office has collected \$76,149.27 with disbursements of \$59,718.36 leaving \$16,430.91 in the black. This includes the MSD bill in the amount of \$13,490.43. The next MSD bill will be \$17,529.21.

Peg told the Board that a CD matures 8-22-23 before the next meeting. The CD is \$100,000.00 and has an interest rate of 1%.

Mr. Craycraft made a motion to allow Peg to check for the best rate before 8-22-23. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that the money market we have, has made \$3.42 in interest for May, \$54.22 in June and \$792.78 for July. The new interest rate has paid off.

Mr. Knote opened the floor for new business. Mr. Knote recognized Tyson Weems. Mr. Weems came to the Board to make payment arrangements on his past due bill. We had sent a shut-off letter to Mr. Weems on 3-16-23. He failed to respond. Mr. Weems made payment arrangements on 3-30-23 to pay \$113.00 plus his monthly bill every month until caught up. He made his first payment on April 26, 2023. He failed to make another payment and didn't respond to LRWD. On 8-11-23 Tim had Mr. Weems service shut-off. After much discussion, the Board made payment arrangements with Mr. Weems. He will pay \$68.00 plus his current bill until he is current. His service will be turned back on 8-18-23 after he makes his first payment. If he fails to make timely payments, we will cap his service off again.

Mr. Graves made a motion to accept Tyson Weems payment arrangements of \$68.00 plus current bill each month until paid in full. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Mr. Knote opened the floor for old business. There wasn't any old business.

Mr. Knote recognized Engineer Rick Miller. Rick told the Board that the GIS is complete and Tim has been using it.

Rick said the AMP (Asset Management Plan) has almost all the info he needs. He still has to get with Tim for the final vulnerability assessment.

Mr. Knote recognized Attorney Mark Abrell. Mark had nothing to report.

Mr. Knote recognized Superintendent Tim Gibson. Tim told the Board that he shut-off 522 S Whitney Rd and 904 S Whitney Rd on 8-1-23.

On 8-11-23 Tim said someone at 904 S Whitney had cut the lock off and turned the sewage line back on.

The Board discussed how much fine to charge for tampering with the shut-off valve. They decided to do it case by case. The 1<sup>st</sup> offense for this situation only, for tampering will be a \$500.00 fine.

Mr. Craycraft made a motion to charge \$500.00 fine for the 1<sup>st</sup> offense for tampering with sewage property for this situation only at 904 S Whitney Rd. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Mark Abrell will send Samantha Wright a letter for the tampering charge.

Mr. Knotte recognized Office Manager Kathy May. Kathy told the Board that the property at 816 S Pittenger Rd that she asked about last month that sold in a sheriff's or tax sale, and Mrs. Castle said to send to a post office box, the box has been closed. So, can we write off past due balance from previous owner, in the amount of \$476.27?

Mr. Graves made a motion to write off \$476.27 for 816 S Pittenger Rd. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Kathy reported that another property 212 S Albany St also sold twice without our knowledge and last sold 6-18-21. We can't collect previous balance and can we write off \$2256.98.

Mr. Graves made a motion to write off \$2256.98 on 212 S Albany St. Mr. Craycraft seconded the motion, all ayes, no nays, motion carried.

Kathy told the Board that Cardinal Care Strategies has not paid on their bill and they say they don't have any leaks. Mark will call them.

Kathy reported that we have 3 properties owned by the same person, one is the above mentioned at 212 S Albany St, and they won't pay on them. The Board said to have Mark file a lawsuit on all 3 properties.

Mr. Knotte seeing no further business adjourned the meeting.

Liberty Regional Waste District  
Kathy May / Office Manager  
August 17, 2023  
Meeting adjourned @ 8:44 p.m.