

**LIBERTY REGIONAL WASTE DISTRICT
BOARD MEETING MINUTES
DECEMBER 21, 2023**

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

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

Marla Cook was absent.

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

Mr. Craycraft made a motion to accept the minutes from the November 16, 2023 meeting with a correction to the last paragraph pertaining to the bonus. Remove the sentence that says the motion will be ratified at next meeting. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Mrs. Castle made a motion to approve the amended minutes from November 16, 2023. Mr. Craycraft seconded the motion, all ayes, no nays, motion carried.

Claims totaling \$350,927.34 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 November 2023 were \$354,375.70 with disbursements of \$329,786.40 leaving \$24,589.30 in the black.

Peg deposited \$2,458.93 in the Sewage Works Fund.

The year to date is \$1,709,219.85 with disbursements of \$1,843,490.67 leaving \$134,270.82 in the red and \$250,000.00 CD leaving \$115,729.18 in the black.

The front office has collected \$86,667.61 with disbursements of \$71,472.26 leaving \$15,195.35 in the black.

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

Peg told the Board that she attended a 2- hour meeting at the IRS. It was an error on the IRS's part. The IRS didn't report taxes for March in 2021. Peg has to fill out a 9- page form.

Peg reminded the members that if they have attended any extra meetings this year, they need to turn them in to her for payment.

Peg told the Board that a CD matures on 12-29-23 and it's for \$100,000.00. The rate for this one is 4.25% right now, but it expires 12-29-23. Peg needs a motion to take bids for a new CD with the Board approval.

Mr. Graves made a motion to allow Peg to take bids and renew with Board approval. Mr. Craycraft seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that the Old National CD had earned \$6,639.39 dollars in interest.

Peg also needed a motion to allow her to pay bills that come due before the end of the year.

Mrs. Castle made a motion to allow Peg to pay bills that come due until the end of the year. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Mr. Knot opened the floor for new business. Mr. Knot told the Board that they needed to address the amount paid for cleaning of the building. The amount paid hasn't been updated for a long time. Mr. Craycraft asked Kathy what she is being paid now for cleaning. Kathy said \$10.38 per week.

Mr. Craycraft made a motion to raise the cleaning pay to \$75.00 per month. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Mr. Knot opened the floor for old business. Mr. Knot told the Board they needed to discuss the payment of a bill for the contractor (Droopy's Lawn & Maintenance) that reconnected the property at 904 S Whitney Rd for Samantha Wright. Samantha Wright was supposed to pay LRWD for the reconnection on Friday or Monday after it was reconnected, but she failed to do so. We added it to her current bill, but the contractor needs to be paid. After much discussion the Board agreed it needed to be paid.

Mr. Craycraft made a motion to pay Droopy's \$1000.00 for reconnecting 904 S Whitney Rd and we will collect from Samantha Wright. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Mr. Knot recognized Engineer Rick Miller. Rick told the Board that eventually they should set the Standards of the Sanitary Sewer for LRWD and post it on our website. Post the requirements for contractors who want to do business with LRWD.

Rick needed the Board's approval if they wanted him to continue with the PER (Preliminary Engineering Report).

Mr. Craycraft made a motion to allow Engineer Rick Miller to move ahead with the PER. Mrs. Castle seconded the motion, all ayes, no nays, motion carried.

Rick told the Board that the AMP has been given to Jennifer Wilson for approval.

Mr. Knote recognized Attorney Mark Abrell. Mark presented the Board with the Salary Ordinance 2024-1 for them to sign.

Mr. Knote recognized Superintendent Tim Gibson.

Tim told the Board that he had been contacted about the 3 lots on Sunset Dr, owned by Joe Heath. Tim wants to know if sewage could be extended to these lots by gravity line, or low pressure and put on grinder pumps. Rick Miller will check on this.

Tim reported that Buckeye Power came 11-19-23. They said to hold off on buying batteries and the ATS (automatic transfer switches) are on order and 8 weeks out. Lift station # 3 on Jackson St was done on 12-21-23. The coolant on Miller St lift station can't be done until temperature is above 50 degrees. They will try to do after Christmas on December 26th.

Tim checked with Stoops and Sam Pierce for truck prices but they haven't gotten back with him.

Mr. Knote recognized Office Manager Kathy May. Kathy reported to the Board that we have received \$5,592.31 from the Delaware County Treasurer for liens that have been paid off.

Mr. Graves told the Board that he was resigning from the Board as of today. He said he would contact the Delaware County Commissioners of his resignation so they could appoint a new member.

Mr. Craycraft seeing no further business adjourned the meeting.

Liberty Regional Waste District
Kathy May / Office Manager
December 21, 2023
Meeting adjourned @ 8:24 p.m.