

**LIBERTY REGIONAL WASTE DISTRICT  
BOARD MEETING MINUTES  
MARCH 21, 2024**

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

Members in attendance were: Danielle Castle, Marla Cook, Steve Craycraft, Jeremy Dye and Steve Knot.

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

Mr. Knot made a motion to accept the minutes from the February 15, 2024 as written. Mr. Dye seconded the motion, all ayes, no nays, motion carried.

Mrs. Castle made a motion to accept and sign the claims of \$170,456.53 as written. Mr. Knot seconded the motion, all ayes, no nays, motion carried.

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

Peg reported the receipts for January 2024 were \$99,990.10 with disbursements of \$73,669.12 leaving \$26,320.98 in the black.

Peg deposited \$2,632.10 in the sewage works fund.

Peg reported the receipts for February 2024 were \$90,732.32 with disbursements of \$7,7950.15 leaving \$12,782.17 in the black.

Peg deposited \$1278.22 in the sewage works fund.

The year to date is \$190,772.42 with disbursements of \$151,619.27 leaving \$39,153.15 in the black.

The front office has collected \$88,701.47 with disbursements of \$85,266.60 leaving \$3,434.87 in the black. This included the MSD payment of \$32,314.83. The next MSD bill will be \$20,980.35

Peg told the Board that the CD at Thrive Credit Union expires 3-29-24 in the amount of \$100,000.00. Peg will get price quotes to renew it.

Mr. Knot made a motion to allow Peg to check rates and notify the Board and they will tell her where to renew the CD at. Mrs. Castle seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that she needed them to sign the amended Salary Ordinance.

Peg told the Board that she checked on the insurance premiums for the following year and took old trucks off and added the new truck.

Peg asked the Board if they could amend the previous amended Salary Ordinance to change the cleaning payment, Ordinance 2024, Sec 11 from monthly to pay at the end of the year.

Mrs. Castle made a motion to amend the previous amended Salary Ordinance to pay the cleaning from monthly to end of year. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Mr. Knote made a motion to approve the 2024-2025 insurance premiums. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that the annual report was submitted and Mrs. Cook reviewed the report.

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

Mr. Craycraft opened the floor for old business. The old business is to amend the motion for truck bid from Sam Pierce.

Mrs. Castle made a motion to amend a previous motion to pay \$57,326.00 and change amount to \$59,903.00, to be paid out of the Sewage Works Fund. Mr. Knote seconded the motion, all ayes, no nays, motion carried.

The slight increase was because there wasn't a work truck available, but they had this LT Silverado truck, which is 2 option levels above the work truck with more options and priced slightly higher.

Mr. Craycraft opened the floor for new business. The new business is for the repair bill for 2011 work truck.

Mrs. Cook made a motion to pay the repair bill for the 2011 work truck in the amount of \$2,740.19. Mrs. Castle seconded the motion, all ayes, no nays, motion carried.

Mr. Craycraft recognized Office Manager Kathy May. Kathy reported that Rick Miller had mentioned cyber security for the AMP, so our IT person, Kris Kerrigan came for maintenance and I asked him about it. He said we could get it from Comcast, but it would be expensive and they keep raising their prices. He has access to a system and he said we have some coverage now and eventually we would need more. The Board told Kathy to have Kris give us a quote on prices.

Mr. Craycraft recognized Superintendent Tim Gibson. Tim told the Board that at least 55 or 60 homes were affected by the tornado. Eight homes were destroyed and 9 had major damage. Tim asked if we could put something on the website and Facebook for the

customers that were affected so they could report to us about their service being interrupted.

Mr. Knoté made a motion to put a notice on the website and Facebook for customers to report to us if they were affected by the tornado. Mr. Dye seconded the motion, all ayes, no nays, motion carried.

Mr. Craycraft asked the Board if there was any way LRWD could help the Town with disaster assistance from the tornado. Attorney Mark Abrell said LRWD couldn't help financially because we cannot spend the customers money. We could help if we have any type of equipment they could borrow or any other type of assistance.

Tim asked the Board if we should be closed on April 8<sup>th</sup> during the Solar Eclipse because they are expecting 7000 people at the reservoir and surrounding area. The Board said no.

Tim told the Board that he and Rich were out for a lot of hours after the tornado keeping the generators filled with fuel and pumping the stations down. They used 200 gallons of fuel for the generators. The electricity was off until Friday at 6:00 P.M, a day after the tornado

Mr. Craycraft recognized Engineer Rick Miller. Rick told the Board that the draft for the Sewer Standards Manual is finished and ready for the Board to sign and adopt.

Mr. Knoté made a motion to accept the Sewer Standards Manual as written. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Rick said Jennifer Wilson had called and she is almost finished with her part for the AMP.

Mr. Craycraft recognized Attorney Mark Abrell. Mark told the Board that he has prepared an updated draft of the 2019 employee handbook that wasn't finished or adopted. He used the MSD handbook as a guide and needs changes to pertain to LRWD. The Board will table this until next month to allow members to make changes that apply to LRWD.

Mr. Craycraft seeing no further business, entertained a motion to adjourn.

Mrs. Castle made motion to adjourn the meeting. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Liberty Regional Waste District  
Kathy May / Office Manager  
March 21, 2024  
Meeting adjourned @ 8:25 P.M.