

1

**LIBERTY REGIONAL WASTE DISTRICT
BOARD MEETING MINUTES
JANUARY 17, 2019**

The LRWD board meeting was called to order by President Steve Knoté @ 7:00 p.m. The meeting was held at Selma Elementary School. Members in attendance were: James Cook, Brent Devine, Steve Graves, Steve Knoté and Bruce Reinke.

Others in attendance were: Office Manager Kathy May, Superintendent Jerry Zearbaugh, Bookkeeper Peg Selvey, Attorney Mark Abrell, Engineer Rick Miller, Wayne Bailey from Commonwealth Engineering, Al Stong from Commonwealth, Kenneth Byrd, Rob Bellocci, Danyel Struble, Garrett & Maxine Moore, Mike Jacobs, Sherry Riggín, Ron Hensley, Jason Richards, Ray Maynard and Attorney John Brooke.

Mr. Knoté recognized Al Stong from Commonwealth. Mr. Stong gave a presentation on the progress of the proposed joint treatment plant between Delaware Regional and Liberty Regional Waste Districts. Mr. Stong reported that the paperwork for the Department of Agriculture was ready, but with the government shut down he couldn't submit it.

Mr. Stong said the inter-local agreement had been signed by both boards and his firm has picked out multiple sites for the plant. He also discussed financing and the various grants and loans that could be obtained to build the plant.

Mr. Knoté reported that LRWD now has a website and any and all information about the proposed plant and the progress of such, would be posted and updated as new information is obtained. The website is: LRWD.ORG and is updated every 7 to 14 days.

Mr. Knoté asked Attorney Mark Abrell about public hearings on the Preliminary Engineering Report. Mark said there has to be one hearing before the PER is submitted. The anti-degradation and environmental reports take about 60 days, any funds that are available are allocated in May.

The letter of condition is good for 5 years.

Construction starts and depending on start date, plant should be up & running in 2020 to 2021.

New Business

Mr. Knoté recognized Kenneth Byrd. Mr. Byrd wanted to know if LRWD can extend the system to 5321 E Centennial Ave or what has the Board decided since last month. Mr. Graves stated that someone should first contact neighbors near Mr. Byrd's property and see if any of them are interested in connecting to LRWD's system.

Mr. Knoté would like for Attorney Mark Abrell to prepare a letter and send out to neighboring properties. Mr. Cook said most people would like to know the cost before they decide if they would be interested.

We should not try to convince, just see if they are interested. USDA might be able to help individuals, not companies, with some sort of assistance.

Claims totaling \$292,780.89 for 12-21-18 through 12-31-18 and \$130,557.74 claims for 1-1-19 through 1-17-19 were viewed and signed.

Mr. Graves made a motion to accept the claims as written. Mr. Reinke seconded the motion, all ayes, no nays, motion carried.

Mr. Knote recognized Peg Selvey, Bookkeeper for the financial report. Peg reported receipts for December, 2018 were \$137,670.09 with disbursements of \$113,367.09 leaving \$24,303.00 in the black.

Peg will transfer \$2,430.30 to the sewage works fund.

The year to date is \$1,830,484.82 with disbursements of \$1,766,494.89 leaving \$63,989.93 in the black.

As of today, 1-17-19 the billing office has collected \$115,387.98 with disbursements of \$123,757.83, leaving \$8,369.85 in the red. The Muncie Sanitary bill is \$68,121.88 for January 2019.

Peg told the Board that the salary ordinance & payment ordinance both need to be signed. The payment ordinance is a yearly ordinance to allow Peg to pay bills like insurance premiums, bonds and payroll taxes as they come due before board meetings.

Mr. Devine made a motion to approve and sign the salary ordinance and payment ordinance. Mr. Reinke seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that the Audit for 2017 is complete and we have had our exit conference. Everything checked out very good. The financial and compliance sections were fine. Peg gave members a copy of the management letter and it is not for public knowledge.

Peg told the Board that the software license from Keystone Consulting is due in the amount of \$6,270.00. The license increased \$580.00 from last year.

Mr. Cook made a motion to pay Keystone for the license. Mr. Devine seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that the 100-R with the list of employees has been submitted to the state & Delaware County Treasurer that was due 1-31-19. Peg submitted it 1-10-19. The debt & annual reports are complete. The W-2's are finished and the 1099 are being prepared.

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

ELECTION OF OFFICERS FOR 2019

We have not heard from the Delaware County Commissioners as to who they have appointed for their two (2) appointees.

Mr. Cook nominated Steve Knoté for the office of President. Mr. Knoté accepted the position.

Mr. Devine made a motion to close nominations for president. Mr. Reinke seconded the motion, all ayes, no nays, motion carried.

Mr. Graves nominated Brent Devine for the office of Vice President. Mr. Devine accepted the position.

Mr. Cook made a motion to close nominations for the office of vice president. Mr. Reinke seconded the motion, all ayes, no nays, motion carried.

Mr. Graves nominated Mr. Reinke for the office of Secretary. Mr. Reinke accepted the position.

Mr. Devine made a motion to close nominations for secretary. Mr. Cook seconded the motion, all ayes, no nays, motion carried.

Mr. Graves nominated Mr. Cook for Treasurer. Mr. Cook declined the position.

Mr. Cook nominated Mr. Graves for Treasurer. Mr. Graves accepted the treasurer position.

Mr. Devine made a motion to close the nominations for the office of treasurer. Mr. Cook seconded the motion, all ayes, no nays, motion carried.

Before the meeting ended, Attorney John Brooke stated that the Delaware County Commissioners had appointed Jim Cook and Steve Graves for three (3) years. LRWD's records indicate Cook & Graves, if re-appointed, should be for four (4) years, starting 1-1-19.

Mr. Knoté recognized Attorney Mark Abrell. Mark told the Board that he and Jerry Zearbaugh and Kathy May attended the IURC hearing in Indianapolis this morning. The hearing was to hear arguments for and against MSD trying to expand their territory for a four (4) mile radius.

Mark told the Board that MSD has until 2-18-19 to file their proposed order with their petition.

LRWD & Delaware Regional have until 3-18-19 to file responses.

MSD will have a rebuttal hearing on 4-8-19.

MSD's final witness list is due by the end of January 2019. Pre-trial conferences will then be held.

The trial is set for May 14-15-16, 2019.

Mr. Knote recognized Engineer Rick Miller. Rick told the Board he will confer with Mark Abrell concerning the proposed expansion for Kenneth Byrd on Centennial Ave if Mr. Byrd wants to proceed.

Mr. Knote recognized Superintendent Jerry Zearbaugh. Jerry reported to the Board that on January 3rd, the generator at the Jackson Street Lift Station failed to perform the weekly start-up test. We discovered that the ATS display was totally blank. We called Buckeye Power for assistance. They came the next morning and replaced the faulty 2-piece motherboard with an upgraded single motherboard.

Jerry reported that on December 31st, our #1 Generator, which was installed on May 1, 2006 failed to shut down after the weekly test so we manually ended the test. The Buckeye Power service personnel look at this when he finished with the Jackson Street ATS and discovered that the keypad on the generator controller was defective and needs replaced. The ATS for this generator is also obsolete and we need a duplicate of the parameter disc. A quote for these items is included.

Mr. Knote recognized Office Manager Kathy May. Kathy had nothing to report.

Mr. Knote seeing no further business adjourned the meeting.

Liberty Regional Waste District
January 17, 2019
Meeting adjourned @ 8:15 p.m.