## LIBERTY REGIONAL WASTE DISTRICT BOARD MEETING MINUTES

**MAY 16, 2019**

The LRWD board meeting was called to order by President Steve Knote@ 7:00 p.m. Members in attendance were: Brent Devine, Steve Graves, Steve Knote, Bruce Reinke and Adam Sewell.

Others in attendance were: Office Manager Kathy May, Superintendent Jerry Zearbaugh, Bookkeeper Peg Selvey, Attorney Mark Abrell, Kenneth Byrd and Sara & Paul Criswell.

Engineer Rick \_Miller was absent.

Mr. Knote opened the floor for new business. New Business:

Mr. Knote recognized Kenneth Byrd. Mr. Byrd asked the Board about standing water at

6708 E Centennial Ave. The Board told him he needed to call Delaware County Drainage Board.

Mr. Knote recognized Sara & Paul Criswell. The Criswell's own property at 12410 E Jackson St. The property has sold several times before Criswell's purchased it. The first owner was given a wet well for a grinder pump when the system was extended in 2005 to this address. The original owner never hooked up the grinder pump to our system. Mr.

Criswell is asking the Board for a grinder pump since the original owner never picked up the pump to install.

After the Board discussed it, they made a decision.

Mr. Sewell made a motion to give Mr. Criswell a used rebuilt pump, wet well, control box and cable without a warranty. The Board will allow 60 days to install the grinder pump and connect to LRWD's system. Mr. Devine seconded the motion, all ayes, no nays, motion carried.

Claims totaling $178,897.59 were viewed and signed.

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

Mr. Knote recognized Peg Selvey, Bookkeeper, for the financial report. Peg reported receipts for April 2019 were $232,473.66 with disbursements of$250,255.34 leaving

$17,781.68 in the red.

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As of today, 5-16-19 the billing office has collected $107,418.15 with disbursements of

$143,714.73, leaving $36,296.58 in the red. The Muncie Sanitary bill is included in this in the amount of $89,020.75 for May 2019. The next bill will be $110,967.09 for June. The year to date is $640,544.53 with disbursements of$675,482.32, leaving $34,937.79 in the red.

Peg told the Board that the 100-R was mailed on 5-7-19. It was due 6-1-19.

Peg said Old National called in reference to their rates. Peg told them she was waiting on the Board to make a decision as to whether to transfer some of our business to them.

Jerry asked the Board if Peg should pay all ofCuly's bill for televising Truitt Rd, out of the Sewage Works fund. Jerry split the bill in half, $15,164.00 for this month and the rest next month.

Mr. Devine made a motion to pay both halves of the Truitt Rd bill to Culy out of the Sewage Works fund. Mr. Sewell seconded the motion, all ayes, no nays, motion carried.

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

Mr. Knote recognized Attorney Mark Abrell. Mark told the Board that he prepared the minutes of the executive session on pending litigation matters and employee matters.

Mark presented the Board with a draft of the procedure for the shut-off letter. Mark wanted the Board to introduce the resolution today and he will advertise it in the newspaper before the next meeting. Mark told the Board to make any changes they saw that needed changed and he would revise the draft before advertising it.

Mr. Graves made a motion to introduce the shut-off ordinance as orally revised so Mark could advertise it. Mr. Sewell seconded the motion, all ayes, no nays, motion carried.

Mark received a letter concerning the Inter-Local Agreement to see ifwe wanted to move to Phase 2. Mark didn't think we were ready for that yet. He said IDEM is not in favor of a dual treatment plant. We haven't set up joint committee's yet.

Mark said they haven't been communitive with LRWD or included us in any aspect. They want a decision in 60 days and we haven't even seen an updated final PER. Mark said these issues should be addressed before committing to Phase 2.

Mark says to send a letter to Delaware Regional's Attorney Danielle Struble stating that we want to schedule a joint board meeting with all members & Commonwealth to make sure we are all on the same page. We need to be updated on the current state of the PER and all information from Commonwealth and any other info.

We have paid x amount of dollars and Commonwealth hasn't shared anything with LRWD. Everything should be shared electronically.

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Peg said she hadn't received a W-9 or an invoice for LRWD's share of the anti­ degradation analysis study. Finally Jason from Delaware sent a W-9 and an invoice.

Mr. K.note recognized Engineer Rick Miller. Rick was absent but he had supplied Jerry with the information on Tyler Ridge's wedding venue. Jerry reported that Rick has three

1. options for the hook-up.
   1. 1 stand-alone restroom $$6977.00
   2. Restroom with dining hall with a dual pump and hook to two (2) taps, (2) fees & (2) bills $12,550.00
   3. Third choice is tie buildings together with one (1) tap and one (1) bill $12,855.00. Mr. Ridge will have to decide which option he wants.

Mr. ote recognized Superi!}tendent Jerry Zearba1:1gh. Jerry's minutes a e attached.

Mr. K.note recognized Office Manager Kathy May. Kathy told the Board that Jill Kinder was behind again this month. The Board said to send her a 10 day shut-off letter.

Mr. K.note announced a motion for raising the Bookkeeper's salary. "I move to set the Bookkeeper's salary at $1000.00 per month going forward and to have that compensation level paid retroactively from January l, 2019.

Mr. Devine made a motion to increase the Bookkeeper's salary to $1000.00 per month, retroactive to 1-1-19. Mr. Graves seconded the motion, Mr. Devine, Mr. Graves, Mr. K.note, Mr.Reinke and Mr. Sewell, all ayes, no nays, motion carried.

Mr. K.note seeing no further business adjourned the meeting. Liberty Regional Waste District

Kathy May/ Office Manager

May 16, 2019

Meeting adjourned @ 10:03 p.m.

# Notes for LRWD Board Meeting May 16, 2019

1. As per our Board President, we ordered a spare pump from BBC which can be used on the following Lift Stations: Whitney Road, Country Knoll, Northwood, Neal Road, and Frank's Addition. Our current spare is being used at Northwood and we have another faulty pump at Whitney Road with no spare to install. The quote is for

$8,176.00 plus shipping charges. There is a 4 to 6 week lead time.

Hydromatic HPGHX750ED 7.5 HP Explosion Proof pump H51434-042-7 Stainless Guide Kit Assy

08543-025-5 Stainless Discharge Assy

1. Tim Clark who lives at 11800 E; Jackson Street, which is just East of our #3 Lift Station came to make a complaint that since the sewer system was put it, his yard does not drain rain water as it did prior to the sewer system installation. We went there with him and took several pictures which revealed that the ground has settled only where our sewer lines are located. There is also a sink hole that needs to be addressed. Mr. Clark is requesting LRWD to restore his yard by having some dirt delivered and spread out.

## LRWD Board wants an estimate from Delaware Construction -

**The Board is concerned about setting a precedent since it has been 14 years since the sewer lines were installed.**

1. The Bob-Cat has **60.6 hours** of use since we purchased it along with the trailer and the following attachments: front bucket, fork lift, snow blower, and back-hoe. The back-hoe will not go deep enough for most of our main line and taps, so it is my recommendation that the Board sell the Bob-cat, trailer, and attachments.

## The Board elected to keep the equipment and as per Brent Devine, the next superintendent may be younger than me and may have uses for the equipment.

Submitted,

Jerry D. Zearbaugh, Supt