

**LIBERTY REGIONAL WASTE DISTRICT
BOARD MEETING MINUTES
DECEMBER 19, 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 and Bruce Reinke.

Marla Cook is the replacement board member for Adam Sewell, but she isn't sworn in yet. She observed this meeting.

Others in attendance were: Office Manager Kathy May, Superintendent Jerry Zearbaugh, Bookkeeper Peg Selvey, Attorney Mark Abrell, Engineer Rick Miller and Garrett Moore.

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

Mr. Devine made a motion to accept the minutes as written from last month's meeting. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Claims totaling \$113,720.93 were viewed and signed.

Mr. Devine 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 November 2019 were \$128,570.14 with disbursements of \$96,630.06 leaving \$31,940.08 in the black.

Peg will transfer \$3,194.01 to the sewage works.

As of today 12-19-19 the billing office has collected \$135,069.49, with disbursements of \$90,113.00 leaving \$44,956.49 in the black. This includes the MSD bill for \$38,291.50 for October 2019. The next bill will be \$45,513.78 for November 2019.

The year to date is \$1,784,178.49 with disbursements of \$1,893,386.01 leaving \$109,207.52 in the red minus \$100,000.00 CD leaving \$9,207.52 in the red.

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

Peg told the Board that the CD @ Old National matures 12-23-19. Peg will cash the CD & deposit it back into the operating fund. She will buy a money market plus interest at Old National in the amount of \$100,000.00 plus interest.

Mr. Devine made a motion to allow Peg to cash the CD and buy a money market. Mr. Reinke seconded the motion, all ayes, no nays, motion carried.

Peg told the Board she will need a motion to pay the bills that come due after the last meeting until the end of the year with approval from Mr. Knot.

Mr. Devine made a motion to allow Peg to pay year end bills. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that she has a new contract for Attorney Mark Abrell that needs their approval.

Mr. Devine made a motion to approve Attorney Mark Abrell's contract for 2020. Mr. Reinke seconded the motion, all ayes, no nays, motion carried.

Peg told the Board they would have to sign the Salary Ordinance next month.

Mr. Knot told the Board that he & Mr. Graves were on the salary committee and they had come up with several options. The options included 5% increase across the board, \$500.00 bonus across the board or 2.5% increase. The Department of Labor cost of living increase is 2.8% this year.

After some discussion, Mr. Devine made a motion to give a 2.5% raise across the board, but the motion died for lack of a second.

Mr. Graves made a motion to give a \$500 bonus across the board for both salary and hourly employees effective on December 2, 2020. The office cleaning will raise from \$30.00 monthly to \$45.00 or \$540.00 for the year. Mr. Devine seconded the motion, all ayes, no nays, motion carried.

Mr. Knot has been working on a new reconnect ordinance and he will text the other Board members concerning this.

Mr. Knot recognized Attorney Mark Abrell. Mark told the Board that a mediation meeting was held on December 4th @ 9:00 a.m. in Attorney Malapit's office. Jennifer Wilson, our mediator consultant met and they will meet again in January 2020.

Mr. Abrell told the Board about some of the issues that were discussed, but nothing was decided upon. Mr. Abrell was in the meeting for over 9 hours.

Mr. Knot recognized Engineer Rick Miller. Rick told the Board that the traffic accident on E Jackson St by the lift station at the Selma sink and that he is getting the permit from INDOT to repair the drainage tiles that were damaged when the truck hit them. Rick is preparing the report for the permit.

Mr. Knot recognized Superintendent Jerry Zearbaugh. Jerry's minutes are attached.

Jerry told the Board that on December 11, a rep from Buckeye Power came to repair #2 portable generator and they found that the voltage regulator was faulty. This type of

regulator has become obsolete so Jerry obtained quotes for the upgrade. Jerry also found out that our #1 portable generator had the same fault and it needed to be repaired also. The quote to fix one was \$2,047.29 or fix both the same day for \$3,394.58.

Mr. Devine made a motion to fix both generators the same day for \$3,394.58. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Mr. Knotte recognized Office Manager Kathy May. Kathy told the Board that the Delaware County Treasurer made a direct deposit to our checking account for the liens that were paid off. The amount of the deposit was \$18,277.68.

Kathy told the Board that Jill Kinder is still behind and hasn't kept her arrangements. LRWD has a permanent shut off at her property. Attorney Mark Abrell says he needs to send her the newly revised shut-off letter before we can shut it off.

Mr. Knotte seeing no further business adjourned the meeting.

Liberty Regional Waste District
Kathy May / Office Manager
December 19, 2019
Meeting adjourned @ 9:45p.m.

Notes for LRWD Board Meeting

December 19, 2019

1. Buckeye Power Service came to repair #2 portable generator because it failed to produce voltage during a power outage at our Elliott Acres Lift Station when needed last month. On December 11th we had a service rep from Buckeye Power come to repair #2 portable generator and we found out the voltage regulator was faulty. This type of regulator has become obsolete so we obtained quotes for the upgrade. We also found out that our #1 portable generator had the same fault and it needs to be repaired also. The quote is for \$3394.58.

Do we have the Board approval to have the generators repaired?

Board approval Yes or No

2. We received a quote from Indiana Pump Works in the amount of \$2681.00 to make repairs to pump #2 at our Smithfield Lift Station. This was verbally approved by the board prior to this meeting.
3. On December 6th, we had Culy change pump #2 at our 3 lift station because it was noisy and it took a long time to pump the sewage. We had our spare pump installed and the lift station is working normally. We want to send the faulty pump to be repaired. We need to send this pump to be rebuilt.
Board Approval Yes Or No
4. On December 15th a truck ran off of SR 32 and damaged the culvert to our #1 lift station. The case report number is IN018201933278. Our insurance agent has filed a claim with the driver's insurance company Trexis. Claim number 0000613501 and the adjuster's name is Shareese Blakemore at 615-312-2310. Rick Miller, our engineer with GRW is obtaining the necessary permit(s) from INDOT because the repairs will be in the State right-of-way. The fees for his time and the permit cost will be forwarded to the insurance company to be added to the claim. We have received a quote from Delaware Construction in the amount of \$3750.00 for the culvert repair at #1 Lift Station. As of yet, we have not talked with the insurance adjuster.
5. Joe Shook is building a new house at 600 S. Winmere and there is no sewer tap at this location. In 1978 this was an empty field. The 8" sewer main is about 3' into the street and is 8' deep. Our engineer has requested that we install a cut-in tap as opposed to a saddle tap. We have obtained a quote from Delaware Construction in the amount of \$4743.00. We are asking Board approval.

Board Approval Yes No

The Board indicated that this tap would be the homeowners liability, but had to be installed as per our specs.

6. The 10 horsepower pump we sent to the Indiana Pump works will be delivered to us tomorrow morning so we can schedule it to be installed at our Smithfield lift Station pump #2. We have a 7.5 horsepower pump from our #3 lift station that was removed on December 6th and needs to be repaired. This pump was originally installed in 2005 as the #2 pump- S/N G79725 at our #3 Lift Station. We are asking Board approval to send it to the Indiana Pump Works to be repaired.

Board approval . Yes No

Submitted,
Jerry D Zearbaugh, Supt