

**LIBERTY REGIONAL WASTE DISTRICT
BOARD MEETING MINUTES
JANUARY 16, 2020**

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

Marla Cook is the replacement board member for Adam Sewell and this is her first meeting.

Member Steve Graves was absent.

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

Mr. Knote opened the floor for new business.

Mr. Knote recognized Franklin Huntington. Mr. Huntington told the Board that one of his rental properties had a really high bill. He said the Water Company ran a new water line and put in a new meter and left a big hole in his driveway. He has no idea why the bill is so high. He had to have the tenant evicted for non-payment of rent. He thinks some of the water might have gone under the house. Mr. Huntington was asking the Board for help. After some discussion, the Board decided to do a one-time adjustment by charging what MSD charges LRWD.

Mr. Devine made a motion to adjust Mr. Huntington's bill by charging what MSD charges LRWD. Mr. Huntington will still owe \$1179.49. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Mr. Knote recognized Alan Dudley. Mr. Dudley has a duplex that has one water line and one sewage line. He wants to know why we charge him two (2) sewage bills. Attorney Mark Abrell explained to Mr. Dudley that in actuality there are two (2) residences and he is charged a minimum amount for each EDU's or equivalent domestic units.

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**ELECTION OF OFFICERS**

Mr. Devine nominated Mr. Knote for President. No other nominations, nominations closed. Mr. Knote accepted the office of President.

Mr. Knote nominated Mr. Devine for Vice-President. No other nominations, nominations closed. Mr. Devine accepted the office of Vice-President.

Mr. Knote nominated Mr. Reinke for Secretary. No other nominations, nominations closed. Mr. Reinke accepted the office of Secretary.

Mr. Knote nominated Mrs. Cook for Treasurer. No other nominations, nominations closed. Mrs. Cook accepted the office of Treasurer.

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

Claims totaling \$594,302.61 for December 22<sup>nd</sup> to December 31, 2019 and \$104,079.59 for January 1<sup>st</sup> to January 16, 2020 were viewed and signed.

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

Mr. Knote recognized Peg Selvey, Bookkeeper, for the financial report. Peg reported receipts for December 2019 were \$548,407.77 with disbursements of \$409,354.82 leaving \$139,052.95 with CD cashed in the amount of \$100,000.00 leaving \$39,052.95 in the black.

Peg will transfer \$3,905.30 to the sewage works.

As of today 1-16-2020 the billing office has collected \$110,358.36, with disbursements of \$97,022.82 leaving \$13,335.54 in the black. This includes the MSD bill for \$45,513.78 for November 2019. The next bill will be \$69,377.49 for December 2019. The year to date is \$2,332,586.26 with disbursements of \$2,302,740.83 leaving \$29,845.43 in black.

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 she cashed the CD @ Old National and bought a money market.

Peg told the Board she will need the Salary Ordinance signed and a motion to pay bills that come due before the board meetings.

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

Peg told the Board that she needs a motion to pay Keystone Consulting for our maintenance agreement for all of our software in the amount of \$6,390.00. It only increased \$120.00 from last year.

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

Peg told the Board that the W-2's are balanced and she will be printing them next week. She also has the 100-R's ready that lists all employees and is submitted to the state. The debt management report is due 3-1-2020.

The annual report is due 2-29-2020.

The bond and interest payment that changes every year is \$25,660.00 and \$1,021.00 for debt service.

Mr. Knote recognized Attorney Mark Abrell. Mark told the Board that a mediation meeting has been set for 1-29-2020 @ 9:00 a.m. in Attorney Malapit's office. Mark would like for one or two board members to attend.

Mark told the Board that some progress has been made to move forward concerning the lawsuit. The mediator Jennifer Wilson has uncovered some evidence in LRWD's favor.

Mark told the Board that Delaware Regional is appealing the hearing results against MSD with the IURC (Indiana Utility Regulatory Commission).

Mark told the Board that the revised shut-off letter has been sent to Jill Kinder.

Mr. Knote recognized Engineer Rick Miller. Rick presented the Board with a copy of his retainer for 2020 with same fees as 2019, if they choose to retain him as their Engineer.

Mr. Devine made a motion to retain Rick Miller as our Engineer for 2020. Mr. Reinke seconded the motion, all ayes, no nays, motion carried.

Rick told the Board that the INDOT right of way permit was approved today for the repair of culvert by the #1 lift station on 32 east, caused by a traffic accident.

Mr. Knote recognized Superintendent Jerry Zearbaugh.

Jerry's minutes are attached.

Mr. Knote recognized Office Manager Kathy May. Kathy told the Board that Bradley Hickman has failed to keep his arrangements that he made to the Board at a meeting after he received a shut-off letter.

Attorney Mark Abrell sent a text message to Mr. Hickman to remind him about the bill.

Mr. Knote told the members that he had received an e-mail from Tyler Ridge concerning the hook-up for Bailey's Place. The Board will review this and discuss it later.

Mr. Knote seeing no further business adjourned the meeting.

Liberty Regional Waste District

Kathy May / Office Manager

January 16, 2020

Meeting adjourned @ 10:02 p.m.,

## Notes for LRWD Board Meeting

January 16, 2020

1. Buckeye Power Systems service rep installed the upgraded voltage regulators in both of our portable generators as per the quote that was approved at the December 2019 board meeting.
2. We are making progress in filing a claim with Trexis insurance for the damage to the culvert at our #1 Lift Station. We had to purchase a Blanket Bond as per INDOT. The fee of \$100 for this bond will be added to the claim. GRW is assisting in getting the INDOT permit and their fees should be added to the claim. We have had a quote from Delaware Construction in the amount \$3450 to make repairs, however Trexis has requested an itemized quote. Upon further examination of the damage, the quote to replace damaged items is \$6425.00 which we have sent to the insurance adjuster.
3. We have received another quote for the installation of a sewer tap and shut-off valve at 600 S. Winmere in the amount of \$3860.00.

**The Board indicated that the sewer connection was the home-owners liability as part of their new home construction. The Board wants the sewer tap work done by one of the LRWD approved contractors, as per LRWD guidelines and inspected by the superintendent of LRWD.**

**No motion was made on this issue.**

Board Approval    Yes \_\_\_\_\_    or    No XXX

Submitted,

Jerry D Zearbaugh, Supt