

**LIBERTY REGIONAL WASTE DISTRICT  
BOARD MEETING MINUTES  
JULY 15, 2021**

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

Members in attendance were: Marla Cook, Mark Dennis, Brent Devine, Jeremi Dobbs and Steve Knote.

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

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

Claims totaling \$164,867.23 were viewed and signed.

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

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

Peg reported receipts for June 2021 were \$134,315.44 with disbursements of \$89,492.67 leaving \$44,822.77 in the black.

Peg will transfer \$4,482.28 to the Sewage Works Fund.

Year to date receipts were \$717,894.79 with disbursements of \$657,470.47 leaving \$60,424.32 in the black.

As of today 7-15-21, the billing office has collected \$68,886.77 with disbursements of 74,012.31 leaving \$5,125.54 in the red. This includes the MSD bill in the amount of \$22,611.30. The next MSD bill will be \$27,618.69.

Peg told the Board that the CD matures 8-12-21. It falls due before the next board meeting, so Peg needs permission to take bids and purchase a new CD in the amount of \$100,000.00.

Mr. Dennis made a motion to allow Peg to take bids and purchase a new CD. Mr. Devine seconded the motion, all ayes, no nays, motion carried.

Peg asked if she was supposed to start taking Tim Gibson's insurance out of his check in July for August?

Mr. Dobbs will check with Allen Sprunk @ Thompson Group Insurance.

Mr. Devine made a motion to authorize Peg to pay Tim's insurance in full upon receipt of bill. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that she had contacted SBOA about policies for take home vehicles and she also checked with the IRS about taxable income for take home vehicles. Mr. Dobbs & Mrs. Cook spoke up and said a take home vehicle was not included in the benefits for the superintendent's job position.

Peg told the Board that she had just gotten notification that Boyce/Keystone Consulting had been sold to Jason Harrington, Casey Stanley and Jay Moorman.

Mr. Knoté opened the floor for old business. Mr. Knoté brought up the continued subject of the SWIF Grant (State Water Infrastructure Fund).

Engineer Rick Miller told the Board that he filed the application today and he said you ask for many things in hopes of getting at least some of the things you asked for. He listed permanent generators for the remainder of the 19 lift stations, we have 9 already, site improvement at the Smithfield lift station so that we can get the truck off the road, GIS maps of the manholes and the forced main lines, service truck to replace the old one we have or trade it in or just buy a crane for the truck we have and last but not least an asphalt parking lot. All of these items would cost around \$979,000.00.

Rick will have to do a PER (preliminary engineering report). We should be notified by the end of August or first of September if we qualify for the SWIF money. SWIF Grants are 50% of awarded money, 25% comes from the County and 25% comes from LRWD.

Rick said the PER has to be updated every 2 years to be used for SRF loans or other grants.

Rick told the Board that there is also another source of money to apply for called the CARES Act. Mr. Knoté will contact Commissioner Shannon Henry for information on this.

Mr. Knoté opened floor for new business. Mr. Knoté reported that he and Tim Gibson had checked in to having customers pay their bills online. The office staff and Mr. Knoté & Tim had an online conference with a company called Invoice Cloud that is affiliated with Keystone Consulting (our software) and payments would be applied directly to our customers. The cost would be \$1800.00 to \$2400.00 per year and also a monthly fee and we would have to sign a 3-year contract.

Mr. Dobbs spoke up and said we already have a charge machine and we could go through our Website by E-Commerce (electronic commerce) and the customers could pay online and it would only cost a small fee to have Matt Howell set it up for LRWD. Matt already manages our website.

Mr. Knoté recognized Attorney Mark Abrell. Mark told the Board that he will prepare a loaner pump agreement to the Board's specifications. The Board agreed to charge \$90.00

for the month and if the customer needs it longer, they need to contact Tim for an extension until the next board meeting. A charge for the extension wasn't decided upon.

Mr. Devine made a motion to give Tim the authority to extend the use of the loaner pump for 30 days or to the next board meeting if requested by the customer. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Mr. Knot recognized Engineer Rick Miller. Rick had already presented his report during old business. Rick had nothing further to add.

Mr. Knot recognized Superintendent Tim Gibson. Tim told the Board that on 6-25-21 pump #1 @ Jackson St lift station kept tripping the breaker & he had Culy come & pull the pump to make sure it wasn't clogged. Pump wasn't clogged but found that the starter motor and phase monitor were bad which caused the pump to go bad. Culy installed a new pump SN 536554 & Milholin Electric fixed the electrical problem. Tim sent the old pump SN 536555 to Indiana Pump to have it repaired.

On 6-28-21 Culy came back and cleaned out the lift station because it had a lot of grease in it. Culy also installed the inside drop in the lift station to help with grease.

Tim asked the Board about looking into shut-off reconnect fees and possibly locking caps. They told him to order 3 locking caps to have on hand.

Tim told the Board he bought 35 gallons of weed killer from Share Corp called Aftermath.

Tim said Culy is going to lower the forced main on Whitney Rd on 7-16-21

Mr. Knot recognized Office Manager Kathy May. Kathy told the Board that the homeowner at 9904 E Railroad St hadn't paid her bill on 7-8-21 and they called and said they could pay a partial payment on 7-11-21 and the Board had given them until 6-30-21 to pay & they didn't pay. So, Mr. Knot told Tim to shut-off the service on 7-8-21. The Health Department was notified. The customer called on 7-12-21 to pay the bill and they didn't know they had been shut-off, but they had called a plumber because of slow drains. They wanted to pay part of the bill but I told them they had to pay it all before we would reconnect them. They paid in full.

Kathy told the Board that she had received, by direct deposit from the Delaware County Treasurer, \$37,628.27 from liens that she had filed. Kathy presented the members a copy of the paid liens that she had filed earlier in the year.

Mr. Knot seeing no further business adjourned the meeting.

Liberty Regional Waste District  
Kathy May / Office Manager  
July 15, 2021  
Meeting adjourned @ 9:38 p.m.