

**LIBERTY REGIONAL WASTE DISTRICT
BOARD MEETING MINUTES
AUGUST 19, 2021**

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

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

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. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Claims totaling \$191,341.55 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. Knoté recognized Bookkeeper Peg Selvey for the financial report.

Peg reported receipts for July 2021 were \$92,421.96 with disbursements of \$84,943.05 leaving \$7,478.91 in the black.

Peg will transfer \$747.89 to the Sewage Works Fund.

Year to date receipts were \$810,316.75 with disbursements of \$742,413.52 leaving \$67,903.23 in the black.

As of today 8-19-21, the billing office has collected \$83,070.29 plus \$100,000.00 for CD with disbursements of 167,369.05 plus \$501.64 interest from the CD leaving \$16,202.88 in the black. This includes the MSD bill in the amount of \$27,618.69. The next MSD bill will be \$16,119.87.

Peg told the Board that she purchased the CD at Thrive Credit Union at .4% and First Merchants was .05%.

Mr. Dobbs made a motion to accept the purchase of the CD. Mr. Devine seconded the motion, all ayes, no nays, motion carried.

Mr. Devine made a motion to accept the financial report. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Mr. Knote opened the floor for old business. Mr. Knote told the Board they needed to continue their discussion on the budget. Peg told the Board that SBOA says we don't need a budget since we do not receive tax money.

Mr. Dobbs and Mrs. Cook both said they would feel more comfortable having a budget, especially if there ever was a time that they needed to approve a huge purchase or buy a new piece of equipment. They would like to know where we stand financially before making a decision.

The Board discussed the pros and cons of having a budget. After much discussion they tabled it until another meeting.

Mr. Knote opened floor for new business.

Mr. Knote has been having continued talks with Matt Howel about the new pay portal for customers to be able to pay their bills through LRWD's website. The only cost we would have, would be for the one-time purchase of the Converge per Matt Howell. The Converge initial startup fee is \$149.00 and a \$10.00 monthly fee. Our credit card charges would be no different than if they called over the phone. Also, Mr. Knote discussed with Matt about putting us on the C4 pricing. The C4 pricing would be adding a surcharge to every transaction whether it was in person, over the phone or via the website. Matt would suggest the 3% or 3.50%. The terminal and Converge would automatically figure that fee. That fee would go to the processing company to cover the processing charges. The office staff would not have to take care of anything on the fee structure for it is figured automatically. The fee (percentage) does not get deposited to your account which will make it easy to reconcile as well.

Mr. Dobbs made a motion to purchase the E-Commerce Converge pay portal for our website with the \$149.00 initial fee, \$10.00 monthly fee and with 3.50% C4 pricing. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Mr. Knote recognized Attorney Mark Abrell. Mark told the Board that he is preparing the updated employee benefit resolution. He is waiting until all of Tim Gibson's insurance issues are completed.

Mr. Knote recognized Engineer Rick Miller. Rick told the Board he had submitted everything for the SWIF application. Rick had nothing further to add.

Mr. Knote recognized Superintendent Tim Gibson.

Tim told the Board that the Keystone lift station update is partially in. The valve vault is in and they are waiting for the electrical work to be completed and then the pumps go in next. Hopefully the electrical will be in by Friday August 27th. The next step is to move the fence and install the generator and the propane tank.

Tim said the pump @ the Jackson Street lift station quit and he had to have Culy put the spare pump in. Tim ordered a new pump from Indiana Pump Works costing \$9,254.00.

Mr. Devine made a motion to approve the purchase of a new pump in the amount of \$9,254.00. Mr. Dobbs seconded the motion, all ayes, no nays, motion carried.

Tim asked the Board if he could add some more safety strobe lights to the GMC pickup truck. They would add lights in the front, back and top of truck. Tim got a quote from LED-Upfitter, LLC in Oakville Indiana for \$1,310.93.

Mr. Devine made a motion to purchase the safety strobe lights for \$1310.93. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Tim sent out several requests for quotes for a crane for the truck. He didn't receive any back yet.

Mr. Knote recognized Office Manager Kathy May. Kathy told the Board that Mr. Knote had received an email from a customer that owned a house @ 212 N Northwood Drive. The property was owned by Carl Barber Sr., now deceased, but without us knowing, the property has sold twice and the lien we had on it was not collected. The amount owed is \$4,271.26. The customer that called, Selena & Tashawn Goodwin, would owe \$857.76. The first person that purchased the property, Indiana Venture Partners LLC, would owe \$543.78. The remainder that is owed would have been Mr. Barber's that was included in the lien that was not collected when the property sold.

Attorney Mark Abrell said we can't charge a penalty because we have never sent them a previous bill. Mark said he would send a bill to the first person who bought the property, (Indiana Venture Partners LLC) and Kathy will send a bill to the Goodwin's.

Mr. Knote told the Board that he had tried to contact the County Commissioners about the SWIF fund, but no one responded.

Mr. Knote said that Bruce Morvilius from The Town Board said they really appreciated LRWD sharing the 811 information at no cost to the Town.

Mr. Knote seeing no further business adjourned the meeting.

Liberty Regional Waste District
Kathy May / Office Manager
August 19, 2021
Meeting adjourned @ 9:12 p.m.