

**LIBERTY REGIONAL WASTE DISTRICT
BOARD MEETING MINUTES
JANUARY 19, 2023**

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

Members in attendance were: Marla Cook, Steve Craycraft, Steve Graves, Steve Knote and Justus Martin.

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

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

Claims totaling \$597,263.04 for 12-16-22 to 12-31-22 and claims totaling \$89,750.15 for 1-1-23 to 1-19-23 were viewed and signed.

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

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

Peg reported the receipts for December 2022 were \$420,495.02 with disbursements of \$375,996.56 leaving \$44,498.46 in the black.

Peg will transfer \$4,449.85 to the Sewage Works Fund when she is finished with the year end.

Year to date is \$1,676,960.76 with disbursements of \$1,604,334.19 leaving \$72,626.57 in the black.

As of today 1-19-23, the billing office has collected \$96,063.50. with disbursements of \$85,596.53 leaving \$10,466.97 in the black. This includes the MSD bill in the amount of \$16,152.24. The next MSD bill will be \$20,452.47.

Peg told the Board that she purchased the CD at Thrive Credit Union with an APY of 4.25%.

The previous CD earned \$1,481.26 in interest.

Peg told the Board that she needed a motion to ratify the purchase of the CD that was approved by text messages to the members.

Mrs. Cook made a motion to ratify the purchase of the CD at Thrive Credit Union. Mr. Graves seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that she will have the W-2's ready next week.

Peg told the Board that the 2001 bond is paid off. Now we just have bonds for 2004, 2010 & 2015.

Peg told the Board that the license for Keystone software programs is due February 1, 2023. Key Assets is \$1665.00, Key Fund is \$1800.00, Key Payroll is \$1800.00 and Key Billing is \$2770.00 for a total of \$8,035.00.

Mr. Graves made a motion to pay for the Keystone License in the amount of \$8,035.00. Mrs. Cook seconded the motion, all ayes, no nays, motion carried.

Peg told the Board that she needs another person to sign the checks since Mr. Devine left the Board.

Mr. Craycraft said he could take Mr. Devine's place to be the second person to sign the checks.

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

Mr. Knote opened the floor for new business. Mr. Knote welcomed new Board members, Steve Craycraft and Justus Martin. Mr. Knote told them they will receive pay per month and it is paid quarterly. At the end of the year they will get paid for meetings attended.

Mr. Knote told the members it was time for election of officers for the new year.

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ELECTION OF OFFICERS

Mr. Craycraft nominated Steve Knote for position of President. Seeing no other nominations, Mr. Knote accepted & was appointed by acclamation.

Mr. Craycraft nominated Marla Cook for Vice-President. Mrs. Cook accepted the appointment by acclamation.

Mr. Knote nominated Steve Craycraft for Treasurer. Mr. Craycraft accepted the appointment by acclamation.

Mrs. Cook nominated Steve Graves as Secretary. Mr. Graves accepted the appointment by acclamation.

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Mr. Knote asked the members if they had a chance to look at the calendar that he had emailed them. All the members had received it.

Mrs. Cook made a motion to approve the yearly calendar. Mr. Craycraft seconded the motion, all ayes, no nays, motion carried.

Mr. Knote opened the floor for old business. There was no old business.

Mr. Knote recognized Attorney Mark Abrell. Mark told the Board that he had tried to contact John Brooke about the appointment of the two board members whose term expired. Mr. Brooke had not responded. Mrs. Cook and Mr. Graves both said they had been reappointed for another term for 4 years.

Mr. Knote recognized Engineer Rick Miller. Rick told the Board that the survey crew has 95% of the manholes finished. We have 650 manholes. Rick said for the benefit of the new board members, the reason for the locating of manholes is for a GIS mapping program that LRWD is purchasing. It will be a computer program so that locating the sewage lines and manholes will be easier.

Mr. Knote recognized Superintendent Tim Gibson. Tim told the Board that he is eventually going to have to upgrade the SCADA system to WIN 911. The first year is free and after that it is \$1200.00 a year.

Tim told the Board that the vinyl fence at the CR 563 lift station was shattered in the wind and Centennial lift station doesn't have a fence. The Truitt station fence has blown over. Tim would like to buy wooden posts and make a wind block with metal roofing sheets.

Tim asked the Board if he could upgrade his cell phone. The Board members said if it was a free upgrade he could.

Tim asked the Board if they had ever decided how we disconnect someone with a grinder pump. After discussion and input from Mark (Attorney), they decided we could shut off at the curb stop at the street. We have to notify the homeowner that their grinder might go bad and we would report to health department that they do not have sanitary sewer at the house. The health department would probably tell the homeowner that they must vacate the property since there is no sewer hookup. The house in question is Randy & Sherry Anderson and Mark wants Tim to send letter to him before we send to Anderson's. The Board also told Tim to send another shut-off to Jim & Jill Kinder.

Tim asked the Board if he could attend a trade show (WWETT) in Indianapolis in February for a fee of \$60.00. The Board said he could attend.

Mr. Knote recognized Office Manager Kathy May. Kathy told the Board that we received \$21,431.20 from the Delaware County Treasurer for liens that we filed. The total collected for the year is \$23,049.05.

Mr. Knote seeing no further business adjourned the meeting.

Liberty Regional Waste District

Kathy May / Office Manager

January 19, 2023

Meeting adjourned @ 9:13 p.m.