

# TWIN LAKES REGIONAL SEWER DISTRICT

*"Protecting the Environment Today for Tomorrows Generations"*

## BOARD OF TRUSTEES MEETING

February 11, 2016

TRUSTEES PRESENT:           LYNN WILSON           PRESIDENT  
                                  JAMIE ROUGH           VICE-PRESIDENT  
                                  DICK LEIS             TREASURER  
                                  TOM PASQUALE         BOARD MEMBER

TRUSTEES ABSENT:           DARIN GRIESEY         SECRETARY  
                                  LEO BROWN            BOARD MEMBER  
                                  DONALD KOLESZAR     BOARD MEMBER

ATTORNEY:                   DONALD TRIBBETT

MANAGER:                   MIKE DARTER

OFFICE FINANCIAL MANAGER: JACKIE FRANKLIN

Mr. Wilson opened the meeting at 7:00 pm.

Mr. Wilson introduced Mr. John Julien, H.J. Umbaugh, who explained the calculation method of connection – reconnection fees. Mr. Julien also discussed Ordinance 2016 which reflects and recommends fee starting at \$1,000 for 2016 and 2017 and adjusted annually thereafter.

Mr. Wilson presented Ordinance No. 2016-01, amendment to Sewer Rate Ordinance 2015-01, to clarify the obligation of property owners to pay a connection fee prior to connecting to the District's sewage works or reconnecting to the District's sewage works.

Mr. Rough moved to approve the Ordinance 2016-01 on first reading, seconded by Mr. Pasquale.

Vote   Ayes   4       Nays   0

Joe Tierney, GRW Engineers, gave an update that project design is in the 90-95% range. He discussed IDEM and INDOT permit applications time frame for review and approval of plans and specification by state agencies and easement necessary for the Idaville project. Advertising for bids for both projects, tentatively set for May 2016.

**PUBLIC COMMENT:** None

**SECRETARY'S REPORT:**

Mr. Leis moved to approve the minutes, seconded by Mr. Pasquale.

Vote Ayes 3 Nays 0 Abstain 1 (Rough)

**COMMITTEE REPORTS:**

Finance/Asset Committee

No Report

Personnel/Nominations Committee

No Report

Projects Committee:

No Report

Review Committee:

No Report

Legislative Committee:

No Report

**OLD BUSINESS:** None

**SUPERINTENDENT'S REPORT:**

Mr. Darter discussed incident reports with comparison of January 2015 vs. 2016.

Mr. Darter summarized the Operation Report, all facilities in compliance with permits; water line repaired at BMB WWTP, preventative maintenance work performed on LS #4 pumps.

Mr. Darter also stated that the Compliance Evaluation Inspection report for Snow Ditch was satisfactory.

Mr. Darter presented a request for document destruction, per Indiana Code 5-15-5.1-14 for 2008 records.

Mr. Rough made a motion to approve, with a second by Mr. Leis.

Vote Ayes 4 Nays 0

A request was also made for CDC Resources, 5053 Norway Rd, Monticello, be contracted to shred the destruction documents.

Mr. Rough made a motion to approve with a second by Mr. Pasquale.

Vote Ayes 4 Nays 0

Mr. Darter requested approval to write off \$785.70 as uncollectible bad debt.

Mr. Leis made a motion to approve, with a second by Mr. Pasquale.

Vote Ayes 4 Nays 0

Mr. Darter discussed sending TLRSB customers a postcard reminder of the rate increase effective April 1, 2016 per the rate ordinance 2015-01, adopted on March 12, 2015, which is a 2<sup>nd</sup> of a 3 part rate adjustment. Board discussion.

Mr. Rough made a motion to approve sending postcard, seconded by Mr. Leis.

Vote Ayes 4 Nays 0

**ATTORNEY'S REPORT:**

Mr. Tribbett discussed the Idaville project and easements.

Mr. Tribbett also updated Board regarding Mr. Mason requesting documents from TLRSB.

Mr. Tribbett gave an update on Stevenson's Pointe and the letter sent to Ms. Megan Eli. Ms. Eli closed the file regarding Mrs. Eller's request regarding campground rates based on no jurisdiction. Mrs. Eller has the right to appeal within 7 days.

**TREASURER'S REPORT:**

Mr. Leis requested to approval of all claims vouchers as follows:

Operation & Maintenance Fund claim voucher in the amount of \$ 112,207.80,  
Payroll Fund – Employees claim voucher in the amount of \$ 54,944.89,  
Capital Improvement Fund claim voucher in the amount of \$ 11,320.00,  
Employee Payroll claim voucher in the amount of \$ 54,787.34,  
Payroll Fund – Board of Trustees claim voucher in the amount of \$ 250.00, and  
Employee Benefits – INPRS claim voucher in the amount of \$ 8,283.00.

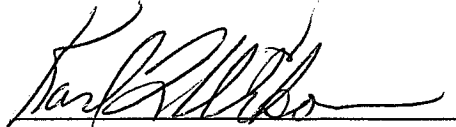
Mr. Pasquale made a motion to approve, seconded by Mr. Rough.

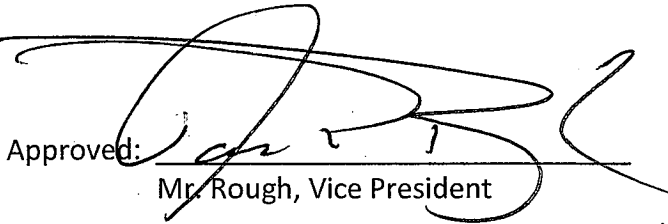
Vote Ayes 4 Nays 0

**OTHER BUSINESS:**

Discussion held regarding Board committee assignments.

With no further business before the Board, Mr. Rough moved for adjournment at 8:10 pm, seconded by Mr. Leis.

  
Mr. Wilson, President

Approved:   
Mr. Rough, Vice President