

TWIN LAKES REGIONAL SEWER DISTRICT

"Protecting the Environment Today for Tomorrow's Generations"

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BOARD OF TRUSTEES MEETING

10/13/22

TRUSTEES PRESENT:	JAMIE ROUGH	PRESIDENT
	JAN FAKER	SECRETARY
	DONALD KOLESZAR	TREASURER
	DICK LEIS	BOARD MEMBER
	BRUCE WILSON	BOARD MEMBER

TRUSTEES ABSENT:	JOSHUA DIGGS	BOARD MEMBER
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ATTORNEY:	DONALD TRIBBETT
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MANAGER:	MIKE DARTER
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OFFICE/HR/FINANCIAL MANAGER: JACKIE FRANKLIN

Mr. Rough opened the meeting at 5:30 pm.

PUBLIC COMMENT:

OLD BUSINESS:

SECRETARY'S REPORT:

Mr. Rough asked for a motion to approve the minutes of the September 8, 2022, regular scheduled meeting. Mr. Leis made a motion to approve, seconded by Mr. Wilson.

Vote Ayes 4 Nays 0

Mr. Rough asked for a motion to approve the minutes of the September 8, 2022, Executive Session scheduled meeting. Mr. Leis made a motion to approve, seconded by Mr. Wilson.

Vote Ayes 4 Nays 0

Mr. Don Koleszar arrived to the meeting at 5:34 pm.

Mr. Mike Gaunce, ICA, discussed life and vision insurance renewals. The vision policy with Citizen's Insurance will remain unchanged with no annual increase. The life insurance policy with The Hartford Group will increase by \$53.00 per month. No other bids were competitive. Mrs. Faker made a motion to approve, seconded by Mr. Wilson.

Vote Ayes 5 Nays 0

Mr. Mike Gaunce, also presented the 2023 Anthem medical insurance renewal with an increase of 3.78%. Board discussion held. Mr. Leis made a motion to approve the current Anthem Insurance policy and increase of 3.78% with a monthly amount of \$14,600.72, seconded by Mr. Wilson.

Vote Ayes 5 Nays 0

COMMITTEE REPORTS:

Finance Committee:

Mr. Koleszar presented Investment Summary, August 2022 Financials, Liens, and Non-Compliance fees.

Mr. Koleszar presented the 2023 Draft O&M Budget with proposed employee pay increase of 7% per discussion in the Finance Committee meeting held on September 16, 2022. Board discussion held.

Mrs. Faker made a motion to approve the 2023 Draft Budget as presented with the proposed 7% salary increase; no second to this motion.

Mr. Leis made a motion to approve the 2023 Draft Budget with an update to change the 2023 salary proposal to a 6% increase, seconded by Mr. Koleszar.

Vote Ayes 4 Nays 1 (Rough)

Personnel Committee:

Personnel Committee met on September 16, 2022. Two items for Board discussion regarding Operator Job Descriptions. Mr. Koleszar made a motion for

1. Operators to report to Operations Supervisor, and
2. Remove from Minimum Qualifications "A valid Class I Municipal Wastewater Treatment Plant Operation certificate or the ability to obtain within two years", leaving it in the Desired Qualifications, seconded by Mr. Leis.

Vote Ayes 5 Nays 0

Mr. Leis made a motion to approve Ordinance 2022-01, seconded by Mr. Koleszar, on first reading.

Vote Ayes 4 Nays 1 (Rough)

Mr. Koleszar presented Administrative II's letter requesting additional compensation. Board discussion held.

Project Committee:

Mr. Darter presented Pay Application No. 4 for Rothenberger Company in the amount of \$77,522.40. Mr. Leis made a motion to approve, seconded by Mrs. Faker.

Vote Ayes 5 Nays 0

Review Committee:

No Report

Legislative Committee:

No Report

Executive Committee:

No Report

SUPERINTENDENT'S REPORT:

Mr. Darter summarized the Incident Report.

Mr. Darter presented Mrs. Loverich's request for removal of late fee. Mrs. Faker made a motion to deny request, seconded by Mr. Leis.

Vote Ayes 5 Nays 0

Mr. Darter presented Mrs. Troyer's request for removal of late fee. Mrs. Faker made a motion to deny request, seconded by Mr. Koleszar.

Vote Ayes 5 Nays 0

Mr. Darter presented Keystone/Boyce Software Annual Maintenance Agreement for 2023 in the amount of \$ 6,500.00. Mr. Koleszar made a motion to approve, seconded by Mrs. Faker.

Vote Ayes 5 Nays 0

ATTORNEY'S REPORT:

Mr. Tribbett gave an update on Summerhaven and release of judgment.

Mr. Tribbett gave an update on Desch hearing held on September 28, 2022. Mrs. Desch refused to take an oath. Also, Mr. Tribbett filed for tenant to pay cash rent to court, not Mrs. Desch, but judge hasn't signed order yet.

Mr. Tribbett gave an update on Fain case.

TREASURER'S REPORT:

Mr. Koleszar made a motion to pay all claims as follows:

Operation & Maintenance Fund claim voucher in the amount of \$ 195,054.78,

Capital Improvement Fund claim voucher in amount of \$ 106,193.70,

Payroll Fund – Board of Trustees claim voucher in the amount of \$ 550.00,

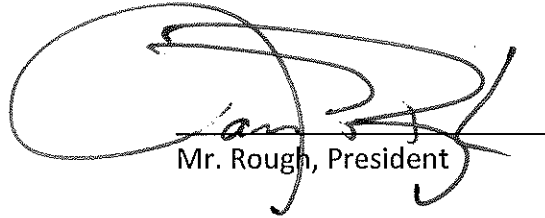
Payroll Fund – Employees claim voucher in the amount of \$ 84,803.05,

and Employee Benefits – INPRS claim voucher in the amount of \$ 13,038.36,
seconded by Mr. Leis.

Vote Ayes 5 Nays 0

OTHER BUSINESS:

With no further business before the Board, Mr. Rough made a motion to adjourn at 6:35 pm.



Mr. Rough, President



Mrs. Faker, Secretary