

# TWIN LAKES REGIONAL SEWER DISTRICT

"Protecting the Environment Today for Tomorrow's Generations"

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## BOARD OF TRUSTEES MEETING

11/2/23

TRUSTEES PRESENT:	DICK LEIS	PRESIDENT
	BRUCE WILSON	VICE PRESIDENT
	JANET FAKER	SECRETARY
	DONALD KOLESZAR	TREASURER
	TAYLOR GIBSON	BOARD MEMBER
	BRAD WARD	BOARD MEMBER
	MARTY WELSH	BOARD MEMBER

TRUSTEES ABSENT:

ATTORNEY: DONALD TRIBBETT

MANAGER: MIKE DARTER

OFFICE/HR/FINANCIAL MANAGER: JACKIE FRANKLIN

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

### PUBLIC COMMENT:

### OLD BUSINESS:

### SECRETARY'S REPORT:

Mr. Leis asked for a motion to approve the minutes of the October 12, 2023 regular scheduled meeting. Mr. Ward made a motion to approve, seconded by Mr. Koleszar.

Vote Ayes 7 Nays 0

### COMMITTEE REPORTS:

#### Personnel Committee:

Mrs. Gibson made a motion to approve Employee Job Descriptions, seconded by Mr. Koleszar.

Vote Ayes 7 Nays 0

Mr. Leis asked for a motion to approve Salary Ordinance 2023-01, First Reading. Mr. Ward made a motion to approve Ordinance 2023-01, Salary Schedule on first reading as presented, seconded by Mrs. Gibson.

Vote Ayes 5 Nays 2 (Leis & Wilson)

Finance Committee:

Mr. Koleszar presented 2024 O&M Budget. Mr. Ward made a motion to approve, seconded by Mr. Welsh.

Vote Ayes 7 Nays 0

Mr. Koleszar presented September 2023 Financials, and Investment Summary.

Mrs. Faker moved to suspend rules and Ordinance 2023-01 be read a second time and adopted, seconded by Mr. Koleszar.

Vote Ayes 7 Nays 0

Mr. Leis asked for a motion to be read a second time and adopt Ordinance 2023-01, Mr. Ward moved to adopt Ordinance 2023-01, seconded by Mrs. Taylor.

Vote Ayes 5 Nays 2 (Leis & Wilson)

Project Committee:

Mr. Joe Tierney, GRW, gave a project update.

Mr. Tierney presented a deduct Change Order No. 4 in the amount of \$3,900.00. Mr. Ward made a motion to approve Change Order No. 4, seconded by Mr. Welsh.

Vote Ayes 7 Nays 0

Mr. Wilson made a motion for Rothenberger to be substantially complete with the Upper Jacobs – Oakdale Pump Stations and Forcemain project by noon on 12/7/23, if not the Board will terminate the contract, seconded by Mr. Koleszar.

Vote Ayes 7 Nays 0

Review Committee:

No Report

Legislative Committee:

No Report

Executive Committee:

No Report

**SUPERINTENDENT'S REPORT:**

Mr. Darter summarized the Incident Report; 57 calls.

Mr. Darter presented 2024 Board Meeting Schedule noting that only December 2024 meeting would be the first Thursday of the month. Mr. Ward made a motion to approve, seconded by Mrs. Gibson.

Vote Ayes 7 Nays 0

Mr. Darter presented 2024 Holiday Schedule. Mrs. Faker made a motion to approve, seconded by Mr. Ward.

Vote Ayes 7 Nays 0

Mr. Darter presented 2024 Payroll Schedule. Mr. Koleszar made a motion to approve, seconded by Mr. Wilson.

Vote Ayes 7 Nays 0

Mr. Darter presented 2024 HSA Contributions and requested approval for 50% payment to employees with first deposit on 1/5/2024 for total amount of \$14,625.00, and second deposit to be made on 6/3/24 for total amount of \$14,625.00. Mr. Wilson made a motion to approve, seconded by Mr. Koleszar.

Vote Ayes 7 Nays 0

**ATTORNEY'S REPORT:**

Mr. Tribbett gave an update on Fain lawsuit. Mr. O'Brien filed summary judgment.

**TREASURER'S REPORT:**

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

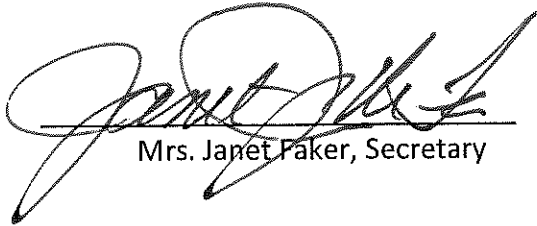
Operation & Maintenance Fund claim voucher in the amount of \$ 73,323.29,  
Capital Improvement Fund claim voucher in amount of \$ 23,281.52,  
Payroll Fund – Board of Trustees claim voucher in the amount of \$ 700.00,  
Payroll Fund – Employees claim voucher in the amount of \$ 30,032.99,  
and Employee Benefits – INPRS claim voucher in the amount of \$ 4,742.20,  
seconded by Mr. Ward.

Vote Ayes 7 Nays 0


**OTHER BUSINESS:**

None

With no further business before the Board, Mr. Leis made a motion to adjourn at 6:52 pm.



Mrs. Janet F. Baker, Secretary



Mr. Otto Leis, President