

# TWIN LAKES REGIONAL SEWER DISTRICT

*"Protecting the Environment Today for Tomorrows Generations"*

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## BOARD OF TRUSTEES MEETING NOVEMBER 13, 2008

TRUSTEES PRESENT:	WAYNE GARRISON	PRESIDENT
	TOM PASQUALE	VICE-PRESIDENT
	LARRY DUNN	TREASURER
	JIM SMITH	SECRETARY
	JOHN MITCHELL	BOARD MEMBER
	LARRY HOLDERLY	BOARD MEMBER
	PAT NOVOTNY	BOARD MEMBER

SUPERINTENDENT: MIKE DARTER

ATTORNEY: DONALD TRIBBETT

The meeting was called to order at 7:00 p.m. by Mr. Garrison, who presided.

### SECRETARY'S REPORT:

Mr. Smith presented the minutes of the October 23, 2008, regular board of trustees meeting for approval. Mr. Holderly moved to approve the minutes, seconded by Mr. Dunn.

Vote Ayes 7 Nays 0

### TREASURER'S REPORT:

Mr. Dunn presented for approval the Operation and Maintenance fund claim voucher in the amount of \$94,206.07. Mr. Smith moved to approve the Operation and Maintenance fund claim voucher, seconded by Mr. Novotny.

Vote Ayes 7 Nays 0

Mr. Dunn presented for approval the Payroll claim voucher in the amount of \$33,155.73. Mr. Novotny moved to approve the Payroll claim voucher, seconded by Smith.

Vote Ayes 7 Nays 0

Mr. Dunn presented for approval the Construction Fund claim voucher in the amount of \$1,190,819.80. Mr. Mitchell moved to approve the Construction Fund claim voucher, seconded by Smith.

Vote Ayes 7 Nays 0

### COMMITTEE REPORTS:

Finance/Insurance Committee:

Mr. Dunn reports that the Committee met to discuss the 2009 Operation and Maintenance budget and requests approval. Mr. Novotny moved to approve the 2009 Operation and Maintenance budget, seconded by Mr. Smith.

Vote Ayes 7 Nays 0

Personnel Committee:

Mr. Garrison reports that the Personnel Committee/Nominations Committee needs to set a meeting to discuss nominations for the 2009 office holders and present for recommendation at the December 11<sup>th</sup> meeting.

Projects Committee:

No report

Policy Committee:

No report

Ex-Officio members: Brayson Hoover, White County Health Dept.

No report

Assets:

Mr. Smith reports on the progress at the new office building indicating that it is not quite done, but it is getting there.

Mr. Garrison reports that a Policy Committee meeting needs to be set prior to the December 11<sup>th</sup> meeting to review needed policy changes. Mr. Garrison reports that he will be having surgery on December 15<sup>th</sup> and will be down for 2 weeks.

**OLD BUSINESS:**

None

**SUPERINTENDENT'S REPORT:**

Mr. Darter summarized the incident report.

Mr. Darter reported on the Laboratory Technician position. Mr. Darter requests the Board approve hiring Annette Reed for the position. Mr. Mitchell moved to approve the hiring of Annette Reed, seconded by Mr. Smith.

Vote Ayes 7 Nays 0

Mr. Darter presented a quote for rehabilitation of the surplus generator from Huston Electric. Mr. Darter requests approval to accept the quote from Huston Electric, without options, but with the time and material, for rodent damage. Mr. Smith moved to accept the quote as indicated, seconded by Mr. Novotny.

Vote Ayes 7 Nays 0

Mr. Darter distributed memo regarding the need for a router switch and a 4 in one (printer/scanner/fax/copier) machine needed due to the office moving to a new location. The District received two (2) quotes; Computers Made Easy and Staples. Mr. Darter requests approval of the purchase of the 4 in one machine and router/switch from Computers Made Easy with the lowest quote in the amount of \$599.93. Mr. Novotny moved to approve the purchase from Computers Made Easy, seconded by Mr. Smith.

Vote Ayes 7 Nays 0

Mr. Darter requests approval to purchase a desktop computer for the Laboratory; quote provided by Computers Made Easy. Mr. Smith moved to approve the purchase of the desktop computer from Computers Made Easy in the amount of \$1,472.00, seconded by Mr. Holderly.

Vote Ayes 7 Nays 0

Mr. Darter distributes Change Order No. 3, for the Office Building Project and requests approval. Mr. Pasquale moved to approve Change Order No. 3 with the deletion of Item 2 to modify generator and dumpster enclosure, seconded by Mr. Novotny.

Vote Ayes 7 Nays 0

#### **ATTORNEY'S REPORT:**

Mr. Tribbett reports on the Untalulti IBCD Conservancy District litigation and indicates that some of the properties have changed ownership; he has inserted the new names and hopefully the signatures will be obtained.

Mr. Tribbett reports on the Vogel litigation; the Guyer's have authorized a \$500 settlement offer and reports that the offer was denied. Mr. Tribbett also advises that the attorney fees will exceed \$1200.00.

#### **ENGINEERS REPORT:**

Mr. Ellis reports on the construction progress payments.

Mr. Ellis reports that the final inspection of the WWTP was scheduled on Tuesday, November 11, 2008. A follow-up inspection by the electrical engineer will be required. Pay Application No. 15 brings the project to 100% complete. Pay Application No. 16 releases all but \$40,000 in retainage.

Mr. Ellis presents Contract 1, Change Order No. 4, Generator Upsizing and Switch to Natural Gas in the amount of \$20,031.49 and recommends payment. Mr. Smith moved to approve the Change Order as indicated, seconded by Mr. Dunn.

Vote Ayes 7 Nays 0

Mr. Ellis presents Contract 3, Change Order No. 2, Generator Upsizing and Switch to Natural Gas also including a VFD to pump station No. 4 in the amount of \$34,956.20 and recommends payment. Mr. Mitchell moved to approve the Change Order as indicated, seconded by Mr. Novotny.

Vote Ayes 7 Nays 0

Mr. Ellis reports on Contract 1, Change Order 5, for Railroad Boring on 650 E in the amount of \$16,141.00 and recommends payment. Mr. Smith moved to approve the Change Order as indicated, seconded by Mr. Novotny.

Vote Ayes 7 Nays 0

Mr. Ellis reports that work is ongoing regarding the Lift Stations.

Mr. Ellis reports that a Projects Committee will need to be set to discuss the Phase IV Project.

Mr. Ellis reports that Reynolds is demobilizing and reports that no more grinders will be set in White or Carroll County. Mr. Garrison requests that GRW stay on top of landscaping issues and protect our customer's interests.

**OTHER BUSINESS:**

Projects Committee Meeting set for Monday, November 24, 2008 at 8:00 a.m. at the new office building.

Mr. Garrison reports on a sign for the new office building and reports on a quote received by Sky-Line Signs in Delphi in the amount of \$5,800. Mr. Tribbett advised to check on sign ordinance prior to installing sign.

**PUBLIC COMMENT:**

None

There being no further business, Mr. Smith moved to adjourn the meeting, seconded by Mr. Mitchell and thereupon adjourned at 8:05 p.m.

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James Smith, Secretary

Approved: \_\_\_\_\_  
Wayne Garrison, Presiding Officer