

TWIN LAKES REGIONAL SEWER DISTRICT

"Protecting the Environment Today for Tomorrow's Generations"

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BOARD OF TRUSTEES MEETING

11/11/21

TRUSTEES PRESENT:	DICK LEIS	PRESIDENT
	JAMIE ROUGH	VICE-PRESIDENT
	DONALD KOLESZAR	TREASURER
	JOSHUA DIGGS	BOARD MEMBER
	JAN FAKER	BOARD MEMBER
	ROBERT HOUSER	BOARD MEMBER

TRUSTEES ABSENT:	AARON RUEMLER	SECRETARY
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ATTORNEY:	DONALD TRIBBETT
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MANAGER:	MIKE DARTER
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OFFICE 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 14, 2021 regular scheduled meeting. Mr. Rough made a motion to approve, seconded by Mr. Houser.

Vote Ayes 6 Nays 0

COMMITTEE REPORTS:

Personnel Committee:

The Personnel Committee met on October 27, 2021 and recommends the following:

1. All employees, meeting requirements of their job description, wages will increase by 4% and increasing the Administrative Assistant II to the same level as Accounts Receivable Clerk II position, resulting in a 5.4% increase.

The Personnel Committee recommends amending Ordinance 2021-02 to reflect these changes and request a motion to adopt Ordinance 2021-02 on 2nd reading. No motion made.

Mr. Rough made a motion amending Ordinance 2021-02 as introduced on 1st reading to include a 5% wage increase, seconded by Mrs. Faker.

Vote Ayes 2 Nays 4 (Diggs, Houser, Koleszar, Leis)

Mr. Diggs made a motion amending Ordinance 2021-02 as recommended by Personnel Committee to include a 4% wage increase on 2nd reading, seconded by Mrs. Faker.

Vote Ayes 5 Nays 1 (Rough)

Mr. Leis requested a motion to adopt Ordinance 2021-02 as amended. Mr. Diggs made a motion to adopt as amended, seconded by Mr. Houser.

Vote Ayes 5 Nays 1 (Rough)

Finance Committee:

Mr. Mike Gaunce obtained quotes for increasing life insurance benefits from \$25,000.00 to \$50,000.00 per employee from The Hartford Life Insurance company as requested by board at the October 14, 2021 Board Meeting. The increase would go from \$ 1,166.76 annually to \$ 2,163.96, which is included in the 2022 O&M Budget draft. Mrs. Faker made a motion to approve this increase, seconded by Mr. Koleszar.

Vote Ayes 6 Nays 0

Mr. Koleszar presented the 2022 O&M Budget for approval. Mr. Rough made a motion to approve, seconded by Mr. Koleszar.

Vote Ayes 6 Nays 0

Mr. Koleszar presented Investment Summary, Non-Compliance charges, Quarterly Investment, and Lien list.

Project Committee:

Addendum No. 1 issued to bid documents with a new Bid date of December 1, 2021 at 1:00 pm EST at the District Office.

Review Committee:

No Report

Legislative Committee:

No Report

Executive Committee:

No Report

SUPERINTENDENT’S REPORT:

Mr. Darter summarized the Incident Report; 76 calls.

Mr. Darter presented the 2022 HSA Contributions and requested approval for 50% payment to employees (6 individual coverages, and 5 family coverages) with first deposit on 1/4/2022 for total amount of \$8,000.00, and second deposit to be made on 6/1/22 for total amount of \$8,000.00. Mr. Rough made a motion to approve, seconded by Mr. Diggs.

Vote Ayes 6 Nays 0

Mr. Darter presented 2022 Board Meeting Schedule for the 2nd Thursday of each month with the exception of November and December 2022 meetings would be the 1st Thursday of the month. All meetings start at 5:30 pm. Mr. Rough made a motion to approve, seconded by Mr. Houser.

Vote Ayes 6 Nays 0

Mr. Darter presented 2022 Holiday Schedule. Mr. Rough made a motion to approve, seconded by Mr. Diggs.

Vote Ayes 6 Nays 0

Mr. Darter presented 2022 Payroll Schedule. Mr. Koleszar made a motion to approve, seconded by Mr. Diggs.

Vote Ayes 6 Nays 0

ATTORNEY’S REPORT:

No update on Mr. 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 \$ 118,740.05,

Capital Improvement Fund claim voucher in the amount of \$ 24,662.30,

Payroll Fund – Board of Trustees claim voucher in the amount of \$ 450.00

Payroll Fund – Employees claim voucher in the amount of \$ 57,965.88,

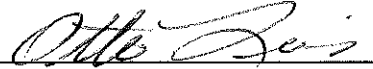
Employee Benefits – INPRS claim voucher in the amount of \$ 8,583.91,

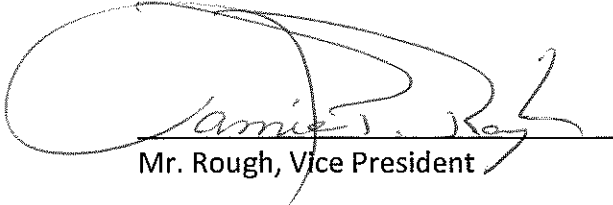
seconded by Mr. Diggs.

Vote Ayes 6 Nays 0

OTHER BUSINESS:

With no further business before the Board, Mr. Leis made a motion to adjourn at 6:00 pm.


Mr. Leis, President


Mr. Rough, Vice President