

WELLS COUNTY REGIONAL SEWER DISTRICT BOARD MEETING MINUTES

June 13, 2022

Board members present:

Mike Mossburg
Leon Berning
Jon Oman
Andy Stoller
Bruce Stinson

Lewis Brown, RSD Superintendent
Nate Rumschlag, County Engineer
Mark Burry, Attorney

Call to Order

Mike called the meeting to order with the pledge and prayer by Andy.

Approval of Minutes

Motion to approve the minutes of the May 9th, 2022 meeting by Andrew. Motion was 2nd by Bruce.
Motion carried 5-0.

Review of Claims and Account Reconciliation

Review of claims prepared by Trent and reviewed by Leon for the board. The report showed total of 10 checks for approval. Claims included payments to Adams Wells, Escrow accounts, Honegger, Ringger & Co. F&M Credit Card, Amstutz Insurance, BCS Management, Verizon Wireless, Wells County Auditor, in addition to salary checks to Lewis Brown were approved, totaling \$15,406.56. Balance in checking after payment totaled \$52,460.55.

Motion to approve the claims by Bruce and 2nd by Jon. Motion carried 5-0.

Superintendent Report

In Liberty Center we still have that dip in the asphalt by the gas station.
Mike said he wants that pavement raised up.

6-7 connections have been made just this week.

Lewis stated that after another 45-days he will know who is holding out. Only 4 have never paid.

We had one house fire so we will need to file the lien.

Leon - When will restoration start? Lewis – 3 weeks so we are looking at the end of the month.

Lewis reported that the fence issue from last month was corrected. They are working on the two flow meters. They are not reading correctly, and the manufacturer is expecting to rebuild them in the next 4-6 weeks.

Board agreed that the Craigville interim rate will need to wait until July or August.

Engineering Reports

Resident Project representative contract amendment for Phase 1 was presented for \$8,000 and Craigville phase 2 totaling \$193,570 for board consideration.

After some discussion Andy made a motion to approve the Phase 1 amendment and the Phase 2 agreement.
Motion was 2nd by Leon. Motion carried 5-0.

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Nate read the last project email update from Ryan who was not able to attend. Nate reviewed:

- VTF pay applications that Mark will present later in the meeting
- Reviewed the flow meter situation
- Preconstruction meeting has been scheduled for Craigville
- Kingsland and Tocsin IDEM submittal and plan development

Attorney Comments

Next meeting to review annual budget for monthly cash flow. Andy has one to send out to the board.

Monthly project progress meeting for phase 2. Mark will schedule with Ryan.

June 2nd was the project closing for phase 2. You are not assessing late fees yet. You will need to start this and should put this on the bills for this June which are payable in July.

Board agreed and asked Lewis to notify Adams Wells to add the language to the next invoice.

Phase 1 connection notices were sent out last month.

Mark had a conversation with Bill Harkins concerning easement and grinder location costs from project 1. Bill said for Mark and Lewis to put together invoices for the work performed as a contractor. The agreement covers the easement preparation and negotiation at a rate of \$100 per easement with a total of 113 easements.

Nate commented that this is a value for the time associated with each one.

Mike asked if the board was double paying?

Mark – No, this was a gap in the services due to this being left out of Choice One Engineering's scope of work.

Craigville is set for \$150/easement to Lewis Brown. Mike asked to make the numbers the same between phases 1 and 2.

Leon made a motion to approve \$150/easement for Lewis's work in easement acquisition for phase 1. Motion was 2nd by Andy. Motion carried 5-0.

Lewis brought up an issue with a service tap that was not installed on the property it is supposed to serve.

Nate commented that the tap needs to be moved and recommended that VTF be directed to move it and settle the costs w/ Choice One afterwards.

Mark then presented the agreement for Phase 2 easement and grinder location services with Lewis Brown. Mark discussed the language in the agreement.

Motion was made to approve the agreement by Bruce. Motion was 2nd by Jon. Motion carried 5-0.

Mark then presented an agreement for phase 2 legal work associated with the easement preparation to MBB. Total is for \$150/easement identical to the arrangement just presented for Lewis Brown.

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Motion to approve the phase 2 grinder easement legal services with MBB by Andy. Motion was 2nd by Leon. Motion carried 5-0.

Phase 1 – Disbursement Requests

Mark presented SRF disbursement requests:

#48– Choice One - \$2,550.00

Disbursement request form was passed around for approval. Motion by Jon to approve disbursement, motion was 2nd by Bruce. Motion carried 5-0.

#49 – VTF - \$1,393,347.00 for LC & Murray

Lewis asked if erosion control silt fence was deducted? The EC amount that needs to be covered is still left on Murray's payable amount.

Disbursement request form was passed around for approval. Motion by Leon to approve disbursement, motion was 2nd by Bruce. Motion carried 5-0.

#50– Miller Burry and Brown, Phase 1 legal services - \$26,000

Disbursement request form was passed around for approval. Motion by Bruce to approve disbursement, motion was 2nd by Andy. Motion carried 5-0.

Phase 2 – Disbursement Requests

Mark presented SRF disbursement requests:

#5– County Auditor Reimbursement of line of Credit - \$450,000

Disbursement request form was passed around for approval. Motion by Jon to approve disbursement, motion was 2nd by Andy. Motion carried 5-0.

Remaining disbursements were done under one motion

#6– Ossian Journal - \$39.00

#7– News Banner - \$48.00

#8– First Source Bank – Barnes & Thornburg - \$7,836.00

#9– Choice One Eng. - \$215,535.00

#10– Beechwood - \$16.00

#11– Choice One Eng. - \$1,100.00

Disbursement request forms was passed around for approval. Motion by Bruce to approve disbursement, motion was 2nd by Leon. Motion carried 5-0.

Board Comments

Nate mentioned to the board the agreement for his work and that he, and the Commissioners are asking to have his time reimbursed to the County. Board commented that they would support the arrangement.

Mark presented an invoice for legal council June 2021 to today with a 15% discount. Total invoice was \$11,427.19.

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Motion by Bruce to approve the claim by MBB. Motion was 2nd by Andy. Motion carried 5-0.

Mark did comment that he does not have a copy of the credit card resolution.

Mark commented that the board will need to establish a policy committee for future recurring issues and to prepare and review future ordinances and resolutions.

Leon asked about spending the \$1.3 million in ARPA funds.

Nate to ask Lisa when the county will receive their ARPA funds. The district will need to deposit the money and wire the \$1.3 million to BNY Mellon.

Mike – when do we add Craigville to the website?

Andy – I will add this. I am working on the budget with Jeff Rowe, and we are gladly positive. I should have something for you soon.

Mike said the audit was done, but we can't yet talk about it. It took a while, but it was over a multi-year period.

Public Comments

Jamie Jenson – Liberty Center has a house with damages? What is happening there?

Lewis – we are working with the homeowner. We are going to try to find a replacement piece of the siding. Because of fading, the color match is the issue. The damage was due to a skid loader hitting some siding over the winter.

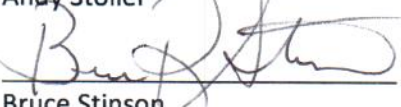
Motion to adjourn – Bruce, motion 2nd by Jon. Meeting adjourned. 5-0

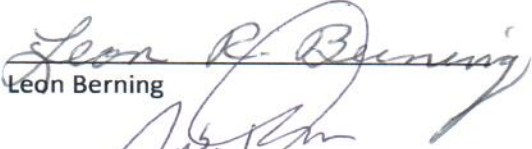
Next meeting will be a board meeting proposed for July 11th, 2022, at the regular time.

NR


Mike Mossburg


Andy Stoller


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