

MINUTES OF A REGULAR MEETING

OF THE BOARD OF TRUSTEES OF TURKEY CREEK REGIONAL SEWER DISTRICT

The Board of Trustees of the Turkey Creek Regional Sewer District met in the Office of the said District, 4852 North 1200 West, Cromwell, Indiana, on the 18th of January 2021. Such meeting pursuant to annual notice in accordance with the rules of the Board of Trustees and I.C. 5-14-1.5.

President Boone read the following: Public comments or questions will be addressed during the "General Public Business" section of tonight's agenda. Therefore if anyone has a comment to present which has not already been presented, or a question to ask which has not previously been asked please do so when acknowledged by the Board. State your name and you will be allowed 2 minutes for your comment or discussion of you question.

The meeting opened with the election of officers for the year 2021. Trustee Mikolajczak made the motion to maintain and keep the officers in the same positions in 2021 that served in 2020. The motion was seconded by Trustee Ort and carried. The officers for 2021 are President-James Boone, Vice President-Robert Dumford and Secretary/Treasurer-Donald Dewitt.

President Boone called for the roll of members of the Board shown to be present or absent is as follows:

PRESENT

James Boone
Robert Dumford
Dan Mikolajczak
Keith Ort

ABSENT

Donald Dewitt
James Young

Also present were John Magsam and Jeff Hersha of Jones and Henry, Timothy Woodward-District Superintendent, Andrew Boxberger of Carson LLP, Chelsea Los of The Paper, Michael and Karen Williams of Microbyte, Jane Bauer, Assistant Office Manager, Alisa Martin-Clerk and Pam Johns-Office Manager. There were no individuals from the public in attendance.

President Boone verified that each Board Member had a copy of the minutes from the December 2020 meeting.

Trustee Mikolajczak made the motion to accept the minutes as written. The motion was seconded by Trustee Ort and carried.

After reviewing the claims (including clarification of "Spin Doctor") Trustee Mikolajczak made the motion to pay claim #'s 2464-66 from the Water Fund, claim # 2463 from the Northshore/Eastshore fund plus claim #'s 2431-62 from the Sewer O & M Fund. Also approved were check #'s 225, 227 from the Water Fund and check #'s 17882-6, 17888, 17897-02, 17904-05 and 17907-10 from the O & M Fund. The motion was seconded by Trustee Dumford and carried.

Jeff Hersha and John Magsam of Jones and Henry stated that they are in the process of designing the proposed system in the Northshore/Eastshore area. The survey information was completed and John is working on design. This includes the number and placement of generators. John stated that he should have the plans for Board review in early February. After Board review, the plans will be sent to IDEM for their review. IDEM has up to 90 days for their review.

Attorney Boxberger presented Resolution 2021-01. The SBOA stated that all subdivisions adopt the minimum level Of internal control standards. After discussion Trustee Mikolajczak made the motion to accept Resolution 2021-01 "The Internal Controls Policy and Materiality Policy". The motion was seconded by Trustee Dumford and carried. Attorney Boxberger also stated that all District employees and Board members that handle money are required to watch a SBOA webinar and sign a form after watching.

Tim reported on the IDEM inspection of the Water Plant that took place this week. It went well but there are a few requirements that have changed which Tim and Jeff will address and respond to. Homeland Security will be on site later this week to meet with Jeff and Tim and do an inspection of the facility. Tim will be sending in the required quarterly sample next week.

Tim reported that Ryan Cramer will be taking an online class in order to prepare for the Water Certification exam. Tim stated that he is also reviewing the current record retention policy to make sure he is following current requirements.

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Tim reported that a RAS Meter was replaced at the Wastewater Plant. Huber was in the area so Tim had the annual screener maintenance done. They did recommend that the brushes be replaced. Tim had brushes in stock and the replacements were done.

He updated the Board as to the wasting schedule at the plant. He had reported in October on changes he made to the wasting schedule. The changes have produced good results and appear to be working well even during the cold weather. The changes include two hours on two off which also saves on electrical costs.

There were some issues with the lift station at Marineland Gardens and Buttermilk. Toric and Microbyte checked the stations and believe the issues have been corrected. Tim believes it may have been a problem with the filters and will now change them monthly to see if that corrects the call outs.

Tim believes that the Suedoff project should be completed by the end of next week.

He reported on an email received from Tom Yoder and also stated that there is still one property owner in the SWAP area who has not connected to the District. Tim believes that the District Ordinance states that if there is a structure on the property the monthly billing will be charged. Vice President Dumford believes that based on the District Ordinance charges would have to be done. Attorney Boxberger will review the Ordinance.

Tim reported that a new metal roof has been installed at the Water Plant.

Tim received a request from the owner of the Sleepy Owl asking that charges be reduced due to covid restrictions.

After discussion it was decided that the business permits had not changed and it would not be possible to change the billing rates based on covid regulations. Attorney Boxberger will send a letter explaining the Districts policy and why it is not possible to change the billing.

After discussion the motion was made by Vice-President Dumford to have Attorney Boxberger file a legal action for a forced connection notice to the property owner not yet connected. The motion was seconded by Trustee Mikolajczak and carried.

Tim reported that with the new "Spin Doctor" they are now able to turn over 95% of the valves in the district.

He is working with Niblock regarding the valve issue and will report back to the Board.

Tim has also set up a new line cleaning schedule. The vactor truck will be out 2 days a week starting in April thru October cleaning lines.

There being no further business to bring before the Board, Vice President Dumford made the motion to adjourn. Trustee Mikolajczak seconded the motion and the motion carried. The meeting adjourned at 7:36 p.m.

February 15, 2021


James Boone, President

Respectfully, submitted by:


Pam Johns, Office Manager