

# MINUTES OF 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 said District, 4852 North 1200 West, Cromwell, IN, on the November 17, 2025. 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 address, and you will be allowed two (2) minutes for your comment or discussion of your question.

President Boone called for the roll call of members of the Board Shown to be present or absent:

<u>PRESENT</u>	Jim Boone	Robert Dumford	Dan Mikolajczak
	Rick Paloian	James Young	
<u>ABSENT</u>	Don DeWitt	Brad Fishburn	

Also present were Andy Boxberger of Carson, LLP, Jeff Hersha of Jones and Henry Engineers, LTD., Karen and Michael Williams of Microbyte, Office Manager Emily Bush, Superintendent Tim Woodward, and Lilli Dwyer with The Paper.

### Approval of Minutes:

President Boone verified that the Board had copies of the minutes from November 17, 2025 meeting and the November 17, 2025 special meeting. After review, and a typo correction, a motion to approve the two sets of minutes as presented was made by Board Member Mikolajczak and seconded by Board Member Paloian and approved.

### Approval of Claims:

The ~~November~~ <sup>October</sup> Claims List and Ban Claims List was presented and reviewed. Mikolajczak asked for clarification as to what a wave sampler is to which Superintendent Woodward stated it is an auto sampler to sample water that was 14 years old and the IDEM inspector requested that it be replaced. After review, the motion to approve the ~~November~~ <sup>October</sup> Claims List and Ban Claims List as presented was made by Board Member Young and seconded by Mikolajczak and approved. A brief conversation about the new lightbulb installed by Board Members followed.

### Report of Officers:

Board President Boone thanked Jones and Henry Engineers for up-cycling a conference table and chairs for the Districts Board room.

### Reports of Committees, Consulting Engineers, Attorneys and/or Superintendent:

Andy Boxberger of Carson, LLP, presented an engagement letter for Ice Miller to be the Districts bond counsel for the Fascination Place Water Improvement Project. The amount ranges from \$32,000-\$37,000.00. Boxberger stated that Ice Miller would be handling all the bond work during the project. A motion to approve the

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engagement letter was made by Paloian and seconded by Young and approved. Boxberger added that the District plans to hold a special meeting in February and a public meeting in March to address new water rates.

Boxberger then continued by stating that Woodward had received a job offer and discussed the offer with Boone. Boxberger noted that Woodward is most likely one of the lowest paid superintendents in our area and provided some examples of what other Superintendents are grossing yearly. The Board had consulted with Boxberger to create an agreement to address Woodward's continued employment with the District. The agreement will adjust Woodward's salary to \$110,000 a year starting January 2026 and will be good for 10 years, with Consumer Price Index (CPI) adjustments to not exceed 5%. The agreement also states Woodward cannot be terminated without just cause and if Woodward were to leave, he must provide 120-day notice to the Board. Boxberger added that if Woodward was terminated without just cause, Woodward is entitled to his pay. A motion to approve the Employment Agreement for Woodward was made by Paloian and seconded by Young and approved.

Boxberger then presented Ordinance 2025-11-1 Amended and Restated 2026 Wage & Salary which provides a 4% wage increase for all employees. A motion to approve Ordinance 2025-11-1 was made by Mikolajczak and seconded by Young and approved.

Jeff Hersha with Jones and Henry Engineers, LTD presented letter agreements for the Buttermilk and Sunset Pump Station relocations as identified in the PER that covers preliminary design through construction. Hersha added that the contracts were single contracts to help with funding routes, with a not to exceed amount of \$216,000.00.

Hersha also provided an update for the Enchanted Hills Water Utility Improvements and how Jones and Henry had to narrow the scope of the project to qualify for funding and focuses on Enchanted Hills and Fascination Place separately. Hersha added the agreement was for the amount of \$97,000.00. Woodward asked Hersha what would happen to that project if the District was not granted funding from OCRA, to which Hersha stated the project would be scrapped. Hersha added that there is some overlap between the Fascination Place and Enchanted Hills projects and how the projects tie together and that you cannot ignore one part of the area while working on the other.

Boxberger expressed concern on having the Board approve the Enchanted Hills letter agreement with Jones and Henry since the OCRA funding has not been awarded yet. Board members agreed to wait until a determination on the funding was announced.

Discussion on moving the Buttermilk and Sunset Pump Stations followed. Hersha stated that the new Pump Station would have a bigger capacity, be farther away from the lake, and completely remove the need for the Sunset Pump Station. A motion to approve the agreement was made by Young and seconded by Board Member Dumford and approved.

Woodward thanked the Board for the employment agreement and plans to see his employment with the district go to at least 45 years. Woodward then presented a map of the Water Utility and provided an overview of how long he has been attempting to obtain funding for the area and is grateful for the \$4.5 million that was granted to the District. Woodward added that Lupke Rice, the District's insurer, stated that if a major repair disaster were to happen, it would be very difficult for the District to obtain adequate insurance coverage with the current state of the Water Plant. Woodward continued by stating he has had good conversations with IDEM and water

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enforcement regarding the project and believes he has a good plan in place. Woodward plans on providing water boil advisory pamphlets to Boxberger that will be sent out 90 days before the start of the project. This will put the area under a boil advisory for the extent of the project. Woodward added that IDEM supports this plan of action. According to state regulations, customers have to be without water for 8 hours before the District is required to provide bottled water.

Woodward continued by stating that he is not certain if the older water valves would operate correctly if the water needed to be shut off. Adding that cement asbestos pipes were installed in 1963 and a main shut off was installed at the Water Plant at the same time. Woodward intends to be onsite throughout the project and added that videos of the lines were currently being performed to locate taps and ID trunk lines on the roads to avoid hitting the old lines as much as possible. Woodward said the area is nice and that the residents deserve better water and that the District has taken the blow over the years. Adding that the contractor performing the work should have an environmental inspector onsite throughout the project. Boone asked if the water pipes throughout Enchanted Hills were as bad as Fascination Place to which Woodward responded that they were and that was why the District would be seeking additional funding in the future to repair those pipes as well.

Woodward then stated he plans on getting certified as a Cement Asbestos Inspector to save the district money and protect public health throughout the project. Woodward also clarified that if there was a line break and pressure was lost, he would notify the affected public area via radio. Woodward added that the best way to prevent old lines being hit is to locate them, mark them and possibly dig them up, including valves. Additionally, Woodward plans to loop in any lines that dead end to help during flushing and have better pressure; sighting Starry Eyed Lane as an example. Woodward suggested finding out how deep the lines run and directionally bore under or over them but stay as far away as possible. Boxberger stated there is a right of way of 50 feet running adjacent to the roads. Woodward also commented that he is looking forward to water meters and hopes this is the last winter where shut offs will need to be dug up by hand. Adding that the lines on Fuzzy Bear have roots in them.

Woodward reiterated that the Water Plant needs a new generator and a new well. Woodward has been trying for the past 20 years to obtain funding for these upgrades. Woodward said he has located most of the water lines by hand, having had to dig them up over the years, so he has a clear idea of where most of the lines are underground, as maps may not always be accurate.

Woodward then moved to announcing that Mason Engineering has completed their work on the plant improvements; Clarifier 3 will have its painting completed in the spring of 2026. Mason also provided a change order to deduct \$54,900 from their original contract. A motion to approve the change order was made by Young and seconded by Dumford and approved. Woodward moved on by showing a ~~impeller~~ <sup>impeller</sup> that had to be replaced after a rock possibly hit it and created a crack. Adding that a new ~~impeller~~ <sup>impeller</sup> would have cost \$18,000.00, however he was able to use one in stock with repairs of \$12,000.00 saving \$6,000.00. Woodward also stated that a new control panel needed to be purchased after mice got into the panel and chewed the wires for the generator. The District has purchased mice repellent for each of the lift stations. Woodward added that the Plants' portable generator is from 1990 and is being rebuilt. Woodward also plans on hiring a part time lab technician and a part time field worker for the summer after the retirement of Chet Los. Woodward continued by stating a line on Rumpelstiltskin had been hit by a contractor who took responsibility and paid for the repairs.

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### New Business:

Office Manager Bush reviewed with the Board emails and phones calls she has received regarding sewer in Enchanted Hills. She stated one resident has a vacant lot next to their home and does not plan on building on the lot, while another vacant lot owner on Candy Cane Lane expressed interest in obtaining sewer to the vacant lot. Bush continued by stating she received an email from W.A.C.F expressing no interest in connecting any of their lots to the sewer or plans on building on these lots. Bush also received an email from Steve Kelly confirming W.A.C.F.'s lack of interest. Boxberger stated that about 550 letters were sent. Bush also commented about a new phone system she was interested in for the plant.

Hersha expressed that he was glad and thankful for Woodward's presentation at the Fall Alliance Conference in October. Stating that Woodward's presentation had a large audience where attendees engaged with Woodward and showed interest in the software Woodward designed to operate the plant. Hersha would encourage Woodward to attend more conferences and meetings to give his presentation and pass down his knowledge. Adding that, his presentation is one that should be held yearly.

### General Public Business:

Lilli Dwyer with The Paper asked for clarification on the asbestos pipes being repaired to which Woodward stated the lines would remain and new water lines would go above the current ones. Dwyer also asked about the portable generator and the work done. Woodward stated the portable generator was being rebuilt in order to save the district money and the work was being done by W. W. Williams. Dwyer then asked how many BANs the district currently has to which Boxberger stated there was only one that is a forgivable BAN and any money not spent would mean the district would owe less in the end to pay back the BAN.

Dwyer asked Woodward to clarify why he believes hitting the water lines is inevitable. Woodward stated the lines were put in 1963 and most lines "T" when they enter onto the actual property. He added that the shut offs do not match the lines and plans on putting in meter pits and correcting the shut offs. Woodward also stated that some of the lines have not been located as of yet and still need to be marked.

Hersha stated that the District inherited the water plant under orders from IDEM and that most of the lines had to be found over time due to lack of proper records. Woodward added that he would like to avoid digging up any parts of the roads and to stay as far away from the sewer lines as possible. Additionally, stating that the old shut offs would be removed and meter pits would be put in, and the District would obtain easements for any shut offs on private property.

Woodward added that he would like the contractor working on the water project to always have a trailer on site in case any problems were to occur. Woodward also stated that he has only ever wanted to improve the water for this area. The district continues to apply for funding to improve this area.

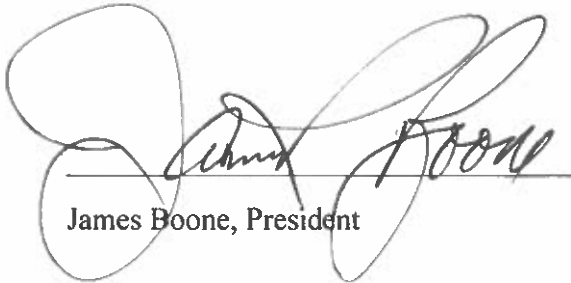
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### Adjournment:

There being no further business, a motion to adjourn the meeting was made by Mikolajczak and seconded by Young and passed. The meeting adjourned at 8:10 p.m.

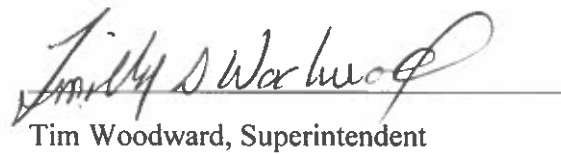
Dated December 9, 2025



James Boone, President



Emily Bush, Office Manager



Tim Woodward, Superintendent