

MINUTES  
TRI-LAKES REGIONAL SEWER DISTRICT  
January 11, 2021

**CALL TO ORDER**

Tom Wise, President, called the meeting to order at 5:00 PM. The meeting was held virtually due to COVID.

**ROLL CALL**

Roll call was taken. Board members present were Priscilla Peters, Bill Brice, and Jerry Burns, Ruth Orr, and Linda Parker. Carol Martin was also in attendance.

**GUEST AND CUSTOMERS INQUIRIES DIRECTED TO TRUSTEES**

Gordon (Jeff) Emerick – 3485 W Shoreline Dr – Wants his yard fixed from the digging that had to be done for the sewer main break in his yard. Trustees agreed his yard will be repaired in the spring.

**MINUTES & REPORTS**

The Minutes and Financial reports were emailed to the Trustees prior to the meeting for review. Ruth made a motioned to approve the minutes as written, Priscilla Seconded; verbal vote of the motion carried six (6) to zero (0). Ruth made a motioned to accept the financials reports, Priscilla Seconded; verbal vote of the motion carried six (6) to zero (0).

**NEW BUSINESS**

Tom Wise was nominated for President, Linda Parker was nominated for Secretary and Priscilla Peters was nominated for Treasurer, Ruth motioned to accept the board elections; Jerry Seconded; verbal vote of the motion carried six (6) to zero (0).

2020 Salary Ordinance 2019-12 was presented and review by the Trustees after much discussion the Trustees did not update the Salary Ordinance. Bookkeeper was raised to \$17.50/hr, Accountant was raised to \$18.73/hr and District Administrator was raised to \$52,445.95. Jerry motioned to accept the raises, Priscilla Seconded; verbal vote of the motion carried six (6) to zero (0).

Engineering contract for 2021 was received from GRW. After much discussion, the not to exceed limit of \$12,000 for miscellaneous engineering expenses. Linda motioned for not to exceed limit to be \$12,000 and Priscilla Seconded; verbal vote of the motion carried six (6) to zero (0).

Aquatic Weed Control sent quote for 2021 of \$3,100 to treat lagoon area. Priscilla motioned to accept the quote, Jerry Seconded; verbal vote of the motion carried six (6) to zero (0).

Insurance renewal is due. Heather will meet with Paul Zilz at Capstone Insurance for the review of the year virtually later this month. It is expected to go up due to claims for the Gerdes back up.

**OLD BUSINESS**

Heather has deposition for Insurance claim on Gerdes back up at the end of January via virtual appointment.

Angela Grable has hired an attorney regarding the lots on the backside of Big Lake. Matt Shipman is representing the sewer district and has requested information from her attorney. The Trustees asked Heather to reach out to our engineering firm for an updated cost for running the main to said lots since Angela is responsible for these per the Subdivision Policy.

**ADMINISTRATOR UPDATES**

On December 31, a customer called of a wet spot next to grinder at 5411 S Groveland Dr. Mike went out and dug up to find the line had separated enough causing the nut on the shut off valve to crack. Mike replaced entire shut off valve. On January 4, a customer called from Shoreline Dr. that sewer was running into the lake. Heather and Mike went out. Heather went door to door asking to stop using any water while Mike dug up to find a coupling failed and the line completely separated. Mike put new shut off valve in and replaced line coming out of the grinder. Heather notified IDEM Emergency Response, DNR, Whitley County Board of Health and filed an overflow report.

Office update for this month is Heather is back from leave. Carol Martin will continue to help on days Judy is in for Heather to train and get more acquainted with the accounting position.

MINUTES  
TRI-LAKES REGIONAL SEWER DISTRICT  
January 11, 2021

Heather is having to do several Zoom meetings and is needing to do them in the board room to not be interrupted by customers coming in, phone ringing, etc. Tom motioned for Heather to purchase Ipad or Laptop up to \$500 to do virtual meetings in the other room and to keep up with the COVID cancelling of face-to-face meetings and Priscilla Seconded; verbal vote of the motion carried six (6) to zero (0).

With nothing more to discuss, Priscilla made a motion to adjourn the meeting, Ruth Seconded; verbal vote of the motion carried by six (6) to zero (0). Meeting adjourned at 6:10 pm.

A handwritten signature in cursive script that reads "Linda Parker". The signature is written in black ink and is positioned above a solid horizontal line.

Linda Parker, Secretary