

The Tippecanoe Chapman Regional Sewer District Board met in regular session on Monday, June 9, 2025, at 6:30 pm at the North Webster Community Center and via Zoom at: https://us02web.zoom.us/rec/share/db3Whh2ST4aS-9bQrzkDucUp6LzutkDliM6gwUq482KQQp0otxHxcNfJCUYxB0Py.mQYPB8v-SzEa_918

MEETING ATTENDANCE: Jeff Thornburgh, President, called the meeting to order at 6:30 pm, and the Pledge of Allegiance was given in unison.

ROLL CALL:

TCRSD Board: Jeff Thornburgh, Brian Davison, Kim Hathaway (via Zoom), Neil Myers (via Zoom), Bob Weaver, and Jacob Yahne

Absent: Edward Ormsby

Carson, LLP: Andrew Boxberger, Esq.

JPR: Steve Henschen, P.E., Jennifer Ransbottom

Baker Tilly: Kimberlee Savick

Astbury: Matt Rippey

1. APPROVAL OF MINUTES

Minutes from the May 12, 2025, Monthly Board meeting were presented. Bob Weaver made a motion to approve the May 12 meeting minutes. The motion was seconded by Brian Davison. Roll Call Vote was taken Jeff Thornburgh – yes, Neil Myers – yes, Brian Davison – yes, Bob Weaver – yes, Kim Hathaway – yes and Jacob Yahne – yes. The motion was approved unanimously.

2. APPROVAL OF FINANCIAL REPORTS

a.) Monthly May 2025 Financial Report and Bank Reconciliation

Kimberlee Savick reported as of May 31, total operating receipts were \$1,173,837. Total operating disbursements were \$623,239, for total net operating receipts of \$550,598. Total cash balance is \$2.9M about \$1.6M over recommended reserves.

b.) Approval of Claims

Kim Hathaway reported there were 19 claims to be paid from the operations account in the amount of \$151,925.66 and one claim to be paid from the RD/USDA account in the amount of \$832.50. The total Claims amount to be paid out was \$151,758.16.

Jacob Yahne made a motion to approve the May 2025 financials and the Claims in the amount of \$151,758.16 as presented. The motion was seconded by Bob Weaver. Roll Call vote was taken Jeff Thornburgh – yes,

Neil Myers– yes, Brian Davison – yes, Kim Hathaway – yes, Bob Weaver – yes, and Jacob Yahne – yes. The motion was approved unanimously.

c.) Gemini Monthly Deposit report from May 1 to May 31, 2025

Total monthly income of \$172,318.06 with wastewater penalty of \$1,005.78 for a total cash of \$173,323.84. The deposit breaks down as follows:

- Residential \$140,252.24
- Commercial \$10,555.02
- Vacant Lot \$1,264.75
- Mobile Homes \$15,560.31
- Multi-Family \$3,111.49
- Rental \$927.68
- Church \$646.57

3. FINANCIAL CONSULTANT UPDATE

No update at this time

4. OPERATIONS UPDATE

a.) Astbury Report

Matt Rippey reported on May 21, Niblock found a damaged grinder station discharge line located at 4142 E. Forest Glen Avenue. The grinder was damaged during boring by Bright Speed. The damage was not discovered until the homeowner connected. Niblock repaired the discharge line, and the cost for the repair will be billed to Bright Speed. Niblock sent the invoice for repair of \$2,500 to the District. The District will pay Niblock and bill Bright Speed for the repairs. Matt Rippey stated that Niblock took pictures of the damaged discharge line. Jeff Thornburgh asked Andrew Boxberger to send the invoice with a letter to Bright Speed seeking reimbursement for damages.

Matt Rippey stated that a customer at 244 EMS T5 was having an issue with his grinder alarm going off when his water softener system recharged. The softener discharged at a slightly higher rate than the grinder station could pump. Astbury installed an E/One Alarm delay relay in the control panel, which allows the pump to catch up with the high flows before the alarm is activated. Matt Rippey reported that the total flow for the month of May was 3,726,300 gallons. The average daily flow was 87,945 gallons per day.

Kim Hathaway stated he received several calls that customers were calling the numbers listed on the grinders, and the message they were receiving was that the mailbox was full. He asked if the voicemail had been cleared out since customers are not able to speak with someone live. Matt Rippey reported the issue was with their service provider and has been rectified.

5. SUBCOMMITTEE REPORTS

- a.) Finance Committee – No report.
- b.) Engineering Committee – No report

6. ENGINEERING UPDATE

A. Steve Henchen reminded the Board of the following one-year warranty dates:

- Contract A - July 9, 2025
- Contract B – October 7, 2025
- Contract C – December 24, 2025

The Spring warranty punch list items have been completed by the contractors.

Still fielding calls from property owners as they come in regarding restoration concerns.

Permit and inspection status:

Overall, 70% of the permits have been submitted and approved, and about 59% of all the customers have been connected to date.

Permit Fees Report

- Fees received through May 2025 - \$361,000 - 59% of connections completed
- Fees collected in May - \$31,600
- JPR fees through May 2025 - \$407,000.

General Engineering Services

- a) Tippy Heights development on Stanton Drive – IDEM has issued a permit. Will be scheduling a pre-con with the developer.
- b) The Oaks (formerly Baptist Church property) – an initial tap into the District's sewer main was done, but the remaining will not be tapped into until more lots are sold.
- c) Happy Landing – Lots are being developed
- d) Small Site Plans
 - I. 10 reviews were completed for the County.
 - II. Section 1 Permit Reviews for new customers or wanting to make modifications
- e) Property Owners want to do filling in their yard, which means they want to raise the grinder station, and it does not cause any harm to the grinders. The owner has to pay the cost. The customers are being informed that they also need to go to the county for a permit because of the sensitive nature of the drainage.

- f) Connection Deadline July 13, 2025 – Penalties/Extension for Connection
 - i. Contract A – 2 90-day extensions given – Connection Deadline – July 13, 2025 – There are 141 permits have not been received, and in May, there were only 3 connections.
 - ii. Contract B – 1 90-day extension given – Connection Deadline – July 13, 2025 – 202 permits have not been received.
 - iii. Contract C – Connection Deadline – July 13, 2025 – 202 permits have not been received.

A suggestion was made to send a letter to property owners in Contract A, B and C via a letter will be sent to all customers in informing of the connection extension to August 30.

Jacob Yahne made a motion to extend the connection deadline to August 30. The motion was seconded by Bob Weaver. Roll Call vote was taken Jeff Thornburgh – yes, Neil Myers– yes, Brian Davison – yes, Kim Hathaway – Yes, Bob Weaver – yes, and Jacob Yahne – yes. The motion was approved unanimously.

7. CONSTRUCTION UPDATE

a. Use of Remaining Funds – Update

Steve Henschen stated the RD approved all the purchases of the additional equipment. Modification to risers with generator installation will begin in the next 4 weeks. Modifications at each wet well will be completed. This modification will help keep down chemical costs in the future and reduce penalties from the City of Warsaw by reducing sulfur gases. The equipment is expected in the 6 weeks out.

8. LEGAL COUNSEL UPDATE

a.) Petition for Emergency Annexation – 106 EMS C30 - Goble

Steve Henschen stated Mr. Goble, unfortunately, had a septic failure at his home. Mr. Goble asked for annexation into the District, which was approved at the last meeting. The County Commissioners approved the request at their last meeting. Presented to the Board was the Resolution for Annexation of 106 EMS C30.

Brian Davison made a motion to approve the Resolution for Annexation of 106 EMS 30 Lane property annexed into the District boundary. The motion was seconded by Bob Weaver. Roll Call vote was taken Jeff Thornburgh – yes, Neil Myers– yes, Brian Davison – yes, Kim Hathaway – Yes, Bob Weaver – yes, and Jacob Yahne – yes. The motion was approved unanimously.

9. EAST WEBSTER UPDATE

No updates

10. GENERAL DISTRICT BUSINESS

a. Other Business

11. PUBLIC INPUT

12. ADJOURNMENT

Brian Davison made a motion to adjourn. The motion was seconded by Bob Weaver. The motion was approved unanimously. Roll Call Vote was taken Jeff Thornburgh – yes, Kim Hathaway – yes, Neil Myers– yes, Brian Davison – yes, Bob Weaver – yes, and Jacob Yahne – yes. The motion was approved unanimously.

The meeting adjourned at 7:11 PM.