

The Tippecanoe Chapman Regional Sewer District Board met in regular session on Monday, May 11, 2026, 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 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, Neil Myers (attended via Zoom at 6:40 PM), Edward Ormsby, Bob Weaver, and Jacob Yahne

Carson, LLP: Amanda Landis

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

Baker Tilly: Kimberlee Savick

Astbury: Matt Rippey

1. APPROVAL OF MINUTES

a. April 13, 2026

Minutes of April 13, 2026, Monthly Board meeting were presented. Bob Weaver made a motion to approve the minutes of the April 13 meeting. The motion was seconded by Jacob Yahne. All were in favor. The motion was approved unanimously.

2. APPROVAL OF FINANCIAL REPORTS

a.) Monthly April 2026 Financial Report and Bank Reconciliation

Kimberlee Savick reported receipts and disbursements for April 2026. She noted there was no indication of anything alarming. Everything is trending positively for Tippecanoe/Chapman Lake.

Kimberlee Savick reported the summary for Webster Lake with a much shorter report due to accessing reports from the Bank of New York in order to reconcile March and April. This is being worked on; therefore, refraining from approving the financials until the full packets can be sent.

Jeff Thornburgh stated on the March and April statements that there are entries referred to as "interfund transfers in and out". Jeff Rowe mentioned these as deposits made with the Bank of New York. Jeff Thornburgh inquired as to what the numbers were. Kimberlee Savick indicated that \$1.3M was required to be transferred from the Tippecanoe/Chapman account, which is now held at the Bank of New York, and that the transfer was completed before the closing of the Bonds. This transfer was a requirement by SRF in order to close on the Webster Lake loan.

Jeff Thornburgh requested to receive the April bank reconciliation at the June meeting since it was not included in the financials.

b.) Approval of Claims

Kim Hathaway presented Claims for the approval of 35-line items, three of which are Webster Lake totaling \$25,658.60 from the Tippy/Chapman Operations Account totaling \$126,189.86. An invoice of \$27,669.45 from Astbury was added for a total claims amount of \$151,848.46.

Jacob Yahne made a motion to approve Claims in the amount of \$151,848.46. motion was seconded by Edward Ormsby. Roll Call Vote was taken Jacob Yahne –yes, Edward Ormsby–yes, Brian Davison–yes, Bob Weaver–yes, Kim Hathaway–yes, Neil Myers–yes, and Jeff Thornburgh–yes. The motion was approved unanimously.

c.) Gemini Monthly Deposit report from April 1 to April 31

Kim Hathaway reported the total monthly income was \$176,345.67, with a wastewater penalty of \$1,218.62 for a total wastewater collection of \$177,564.29. The deposit breaks down as follows:

- Residential \$149,504
- Commercial \$9,934.06
- Vacant Lot \$647.40
- Mobile Homes \$12,373.42
- Multi-Family \$2,560.00
- Rental \$1,236.91
- Church \$88.35

3. FINANCIAL CONSULTANT UPDATE

1. None

4. OPERATIONS UPDATE

a.) Astbury Report

Matt Rippey reported that the flooding that occurred during the first half of April caused a major increase in flows from the district's collection system. During this event, there were several grinder stations that were running continuously due to surface water entering the stations. Astbury's maintenance personnel kept a list of these grinder stations. As the water receded, Astbury returned to these areas to inspect the stations for damage and to dry out the below-grade power connections. A report listing the areas that had flooded grinder stations will be sent to the TCRSD Engineering Committee. These grinder stations are located in the floodplain.

The total flow for the month of April was 3,478,200 gallons; the average flow was 253,793 gallons per day.

The hydrogen sulfide monitoring was moved to Lift Station #3 (E 450 N). The average hydrogen sulfide level was 36.3 ppm. There was an increase in hydrogen sulfide levels during the last part of the month, but that was due to a problem with a chemical feed pump, which has been corrected.

The air scrubber for Lift Station #3 was installed. This unit should help with the odor complaints that were received from residents who live around the lift station. The scrubber works by pulling air from the wet well and passing it through an activated carbon media, which absorbs the odor producing compounds. The activated carbon media will have to be changed periodically after it is exhausted.

There were 36 service calls in April, and 105 utility locates.

5. SUBCOMMITTEE REPORTS

- a.) Finance Committee – No report.
- b.) Engineering Committee – No report. Steve Henschen stated that a meeting will be scheduled in the near future.

6. ENGINEERING UPDATE

A. JPR Engineering Update

Steve Henschen reported the following:

- 1) Customer Connections – one day per week.
 - a) Connections completed

Tippy Chapman Non-Connected Properties by Contract					
Contract	Lots with Structures	# of Properties with Structures & Permits	Vacant Lots	# of VL Properties with Permits	Properties with Account Balance
A	23	11	25	2	5
B	51	17	13	1	2
C	36	14	2	0	6

*Includes vacant lots being served by grinder stations

Customer connection deadlines-

<u>Contract</u>	<u>Final Notice deadline.</u>
Contract A	December 22, 2025-Notice letters sent by certified mail on January 14, 2026
Contract B	May 13, 2026
Contract C	June 26, 2026

Contract A - Steve Henschen stated that following the 90 days after the mailing of the January 14 final notice letters, the Board can take action to apply penalties to property owners. Amanda Landis reported under Indiana Law that the District can impose up to \$100 per day and have the right to do on a tiered schedule. i.e., \$1.00 for the first 30 days, \$2.00 for the next 30 days, etc. Steve Henschen inquired if the Board was ready to take this action for just the Contract A property. There are 23 remaining properties. Jeff Thornburgh stated Andrew Boxberger's advice, via a letter that suggested starting with a \$1.00 a day for the first month, beginning June 1, for property owners who have not

obtained permits to date. The Board members felt this was an appropriate penalty amount to begin with. Carson LLC will send a letter to the property owners that not applied for their permits. The District Administrator would send an invoice on Tippecanoe/Chapman letterhead to the 12 property owners who have not obtained their permit. A list of the 12 property owners will be sent to Gemini in order to add the adjusted amount each month to each property owner's account.

Edward Ormsby made a motion to approve the action to send a delinquency letter for \$1.00 a \$1.00-a-day penalty for the next 90 days, beginning June 1, to the property owners who have not obtained their permit to install for 90 days. The motion was seconded by Jacob Yahne. Roll Call Vote was taken: Jacob Yahne –yes, Edward Ormsby–yes, Brian Davison–yes, Bob Weaver–yes, Kim Hathaway–yes, Neil Myers–yes, and Jeff Thornburgh–yes. The motion was approved unanimously.

Steve Henschen stated Contract B has 51 structures not connected, with 17 permits obtained, and Contract C has 36 structures not connected, with 13 permits obtained. Amanda Landis indicated May 13 is Contract B's deadline, and anytime after that, the formal 90-day letter can be sent.

Edward Ormsby made a motion to do the same thing for Contract B and Contract C as was done for Contract A. The motion was seconded by Brian Davison. Roll Call Vote was taken: Jacob Yahne –yes, Edward Ormsby–yes, Brian Davison–yes, Bob Weaver–yes, Kim Hathaway–yes, Neil Myers–yes, and Jeff Thornburgh–yes. The motion was approved unanimously.

General Engineering Services

- a. Proposed developments within service area- Section 2 permits
 - i) Tippy Heights development on Stanton Drive- no change since last month
 1. Construction of the gravity sewer is near completion
 2. Still need to install two duplex grinder stations
 3. Expect to be completed in a few months
 4. The first house is under the permitting process for Section 1
 - ii) Former Pie Eyed Petey's site-
 1. Restaurant/ brewery- in the former Marina building
 - a. Served by the existing grinder station installed with the project.
 - b. Recently connected sewer lines
 - c. Has a grease trap installed
 2. 9 condo units- still in planning stages- no section 2 permit submitted yet
 - iii) T 52 area
 1. Part of the original Baptist camp may be redeveloped into luxury storage units (up to 28 units) with a common bathroom facility -No updates this month
 - a. Currently going through rezoning
- b. Small Site plan reviews- routed through the county
 - i) Reviews performed in April 2026- 10 reviews
- c. Section 1 permit reviews- 1 permit issued- Robinson

d. Inclusion of Territory request- 1- Robinson

7. CUSTOMER CONNECTION UPDATE

Discussed above.

8. LEGAL COUNSEL UPDATE

a. Inclusion of Territory – 34 EMS C31

Steve Henschen indicated the Inclusion of Territory for 34 EMS C31 was approved in April. They went to the County Commissioners to formally allow the property to be incorporated into the district. The County Commissioners formally approved the resolution for the district for the inclusion in the Territory. Formal District approval was required for submission to IDEM for immediate inclusion in the Territory.

Edward Ormsby made a motion to approve Resolution 2026-05-01 for 34 EMS C31 to be included in the Territory. The motion was seconded by Bob Weaver. Roll Call Vote was taken Jacob Yahne –yes, Edward Ormsby–yes, Brian Davison–yes, Bob Weaver–yes, Kim Hathaway–yes, Neil Myers–yes, and Jeff Thornburgh–yes. The motion was approved unanimously.

9. EAST WEBSTER UPDATE

a. Update from Local Group

Jacob Yahne had no update.

b. Financial Advisor Update – Jeff Rowe

No update

c. Legal Counsel Update

i. Interim Rates to Start – Gemini mailed coupon books – May 1, 2026

d. Engineering Update

Steve Henschen indicated minor realignment changes were made through Webster Bay LLC (the mobile home park) as part of the easement acquisition, which had minimal change in cost. Due to changes, environmental and archaeological reviews for this new alignment were completed. Approximately 100 site visits have been completed.

Easement progress

- i) 176 returned and executed (88%)
- ii) 23 not returned yet
- iii) 3 exemptions granted to existing septic systems

b. Vacant lot /non-sewage producing structures

14 property owners have requested service for vacant lots prior to the January 31 deadline and will be included in the base project

c. Variance invoices for non-standard installations-

- i) invoices were sent to 23 property owners in March/ April- 2026
- ii) Received 13 payments to date totaling \$37,080.43

- iii) payments are now past due
 - 1. final notice being sent to those with unpaid variances
 - 2. If payment is not received by May 18, the grinder station will revert to the location that meets District guidelines for grinder location
- d. Construction Project Budget- included in the board packet.
- e. Change Order

Change order #1 for a deduction of \$85,383.15. This is a result of grinder station changes between sharing more grinders and the added non-standard grinder installations.

Edward Ormsby made a motion to approve Change Order #1 for a deduction of \$85,383.15. The motion was seconded by Jacob Yahne. Roll Call Vote was taken Jacob Yahne –yes, Edward Ormsby–yes, Brian Davison–yes, Bob Weaver–yes, Kim Hathaway–yes, Neil Myers–yes, and Jeff Thornburgh–yes. The motion was approved unanimously.

- f. Construction Update
 - i) Notice to proceed issued to Selge Construction Company, Inc. on April 1, 2026
 - ii) Construction has started with tree removal at Pump Station site
 - iii) Contractor submittal process is underway (for equipment and materials)
 - iv) Next steps-
 - 1. Contractor will set stakes for grinder stations and other structures
 - 2. JPR District will send letters explaining grinder station stakes
 - 3. Pipe and materials deliveries
 - 4. Initial construction coordination to review overall project schedule and contractor work plan
- g. Billing update
 - i) First set of coupon books for interim rates was sent in April with explanation letter
 - ii) First payments will be due on or about May 20, 2026
- h. Overall project schedule
 - i) Begin Construction April 2026- Tree Removal at Pump Station site
 - ii) Notice of construction staking letters sent on May 4 to all customers
 - iii) Grinder station staking/ lateral verification to begin the week of May 11, 2026
 - iv) Pre-construction conference to be held on May 21, 2026
 - v) Complete Construction May of 2027
 - vi) Customer Connections begin- June of 2027

10. GENERAL DISTRICT BUSINESS

- A. District Administrator Hours – Wednesdays 9:00 AM to 1:00 PM
- B. Other Business

11. PUBLIC INPUT

No public input.

12. ADJOURNMENT

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

The meeting adjourned at 7:22 PM.

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