The Tippecanoe Chapman Regional Sewer District Board met in regular session on Monday, July 13, 2026, at 6:30 pm at the North Webster Community Center and via Zoom at: https://us02web.zoom.us/rec/share/db3Whh2ST4aS-9bQrzkDucUp6LzutkDIiM6gwUq482KQQp0otxHxcNfJCUYxB0Py.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, Edward Ormsby, and Jacob Yahne
Carson, LLP:	Andrew Boxberger
JPR:	Steve Henschen, P.E., Jennifer Ransbottom
Baker Tilly:	Jeff Rowe
Astbury:	Matt Rippey

1. APPROVAL OF MINUTES
   a. June 8, 2026
      Minutes of the June 8, 2026, Monthly Board meeting were presented. Kim Hathaway made a motion to approve the minutes of the June 8 meeting. Edward Ormsby seconded the motion. A roll call vote was taken: Jeff Thornburgh–yes, Brian Davison– yes, Kim Hathaway–yes, Edward Ormsby– yes, and Jacob Yahne–yes. The motion was approved unanimously.

2. APPROVAL OF FINANCIAL REPORTS
   a.) June 2026 Financial Reports and Bank Reconciliations
      Jeff Rowe presented the Financial Report for June for approval. Total cash as of the end of June was $2,732,573. The construction is at zero dollars because the Tippy Chapman project is complete. Total bonded indebtedness $38,381,000, which was before the July payment.

      Jeff Rowe indicated actual year-to-date revenue and expenses compared to budget for operating receipts are trending ahead of budget by 11%. In terms of operating expenses are ahead of budget by $77,357. To date, operating expenses are $781,757 at the halfway point. Non-operating interest income is trending a bit behind at $31,862. Overall, the District spent over $68,518 at the halfway point of the year. In terms of cash position, the minimum balance required is at $1,360,834.

      Jeff Rowe indicated East Webster's total cash is $97,826.20. Beginning to have a small balance in the operation and maintenance fund of $39,849 due to charges, and this fund should increase moving forward. Total debt is $7,406,000, and $5,000,000 of this is forgivable. Total decrease in cash is $246,671, primarily due to the project and payoff of the BAN at closing.

      The minimum balance required as of right now with bond and interest funds at $16,430.

Kim Hathaway made a motion to approve the June financials as presented. Brian Davidson seconded the motion. A roll call vote was taken: Jeff Thornburgh–yes, Brian Davison – yes, Kim Hathaway–yes, Edward Ormsby– yes, and Jacob Yahne–yes. The motion was approved unanimously.

Jeff Rowe indicated, as requested at the June meeting, that a summary of year-to-date financials for Tippecanoe and Chapman Lakes was put together. The average monthly debt service shortfall is about $11,814. Costs are being covered, but expenses are higher than the rates that were established 5 years ago. Annualizing this for the rest of the year, assuming collecting what the District has been collecting and maintaining expenditures for the first 6 months, there will be an annual shortfall of $141,764 for the year. Trending behind that would indicate a need for cost-cutting or increasing rates to receive more revenue. Another component of this is bond coverage. When the District closed with SRF, the minimum required coverage was 125%, but over time, as costs change and increase, the coverage rate will fall behind. Estimated debt service coverage at the end of the year will be 88%, for a variance of negative 37%. If rates were adjusted for operating and maintenance, debt service and the required bond coverage would require about an 18% increase. Current rate per month is $88.35 with a potential increase of $16.00 per month for a proposed rate of $104.25 per month. Edward Ormsby asked if there was anything that could be done now in terms of expense reduction. He indicated he would prefer not to increase rates by 18% at this time. Jeff Thornburgh indicated he was in agreement and suggested the Finance Committee meet to review cost savings.

b. Approval of Claims

Kim Hathaway presented Claims for the approval of 39-line items for $234,533.09.

Edward Ormsby made a motion to approve Claims for $234,533.090. Brian Davison seconded the motion. A roll call vote was taken: Jeff Thornburgh–yes, Brian Davison – yes, Kim Hathaway–yes, Edward Ormsby– yes, and Jacob Yahne–yes. The motion was approved unanimously.

c. Gemini Monthly Deposit report from June 1 to June 30

Kim Hathaway reported the total monthly income was $204,172.54, with a wastewater penalty of $1,048.84 for a total wastewater collection of $205,221.38. The deposit breaks down as follows:

- Residential $171,176.24
- Commercial $10,290.02
- Vacant Lot $591.75
- Mobile Homes $18,867.14
- Multi-Family $2,060.86
- Rental $1,104.38
- Church $82.15

3. FINANCIAL CONSULTANT UPDATE
   1. Upcoming SBOA Audit
   2. Forecasted Revenue and Expenditures

4. OPERATIONS UPDATE

a.) Astbury Report

Matt Rippey reported that the one-year anniversary of Astbury's contract with the District commenced on April 15, 2026. The remaining balance in the Maintenance account is $4,682.08. As part of the reconciliation, Astbury proposed issuing a check to the District for $4,682.08. A suggestion was made to reduce the current contract by the reconciled amount. Matt Rippey indicated he will follow up on this suggestion.

Matt Rippey reported that on May 5, EVAPAR serviced the three generators that provide backup power, and no issues were found at that time. On May 17, an oil leak was discovered on the generator at Lift Station #1. EVAPAR found that a breather plug had become blocked, which caused oil to get pushed up through the air filter. The plug was cleaned, and the air filter was changed. EVAPAR also found the front seal had a leak and provided a quote to repair it for $1,549.50, which was approved and awaiting repair.

This spring, two odor complaints were received from Lift Station #2. This station may be a candidate to install a carbon air scrubber similar to the one at Lift Station #3. Matt Rippey indicated he has requested a quote for a carbon air scrubber from the manufacturer.

Jacob Yahne made a motion to approve Matt Rippey to proceed with the purchase of a carbon air scrubber for Lift Station #2, not to exceed $25,000. Bob Weaver seconded the motion. All members were in favor. The motion carried unanimously.

The total flow for the month of May was 4,977,000 gallons; the average flow was 160,548 gallons per day, down from the peaks in May. There were 21 service call-outs, which is higher than normal. There were 189 utility locates in May.

Andrew Boxberger indicated that a letter was sent last month because of the high flows from the rain events. Residents were asking for inspections. Does Astbury inspect these or not? Matt Rippey stated that if residents have questions, Astbury is available to answer them.

5. SUBCOMMITTEE REPORTS

a.) Finance Committee – No report.

b.) Engineering Committee – No report

6. ENGINEERING UPDATE

A. JPR Engineering Update

Steve Henschen reported the following:

a) Customer Connections –

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	12	10	25	3	5
B	35	17	13	1	2
C	20	14	2	0	6

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. Still need to install two duplex grinder stations
   ii. Former Pie Eyed Petey's site-
      1. Restaurant/ brewery- in the former Marina building
         a. Connected to system – from grinder installed as part of original project.
      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 June 2026- 7 reviews
c. Section 1 permit reviews- 0 permits issued

7. CUSTOMER CONNECTION UPDATE

Customer connection deadlines-

Contract Final Notice deadline.

Contract A - Deadline for Connection Date – December 22, 2025

i. Notice of Fines

Contract B - Deadline for Connection Date – May 13, 2026

i. Certified Letters Mailed – Contract B – Non-Connected Property Owners

Contract C – Deadline for Connection Date - June 26, 2026

i. Certified letters to non-connected customers.

8. LEGAL COUNSEL UPDATE

a. Insurance Renewal –
b. Hylant – Cyber Insurance Renewal Quote – ProWriter

Andrew Boxberger indicated that there are 2 insurance policies for renewal. The $50,800 is the annual renewal, and the Cyber Insurance renewal is approximately $2,050. Kim Hathaway inquired as to how many insurance policies the Board has. Andrew Boxberger indicated there is Insurance for all the equipment and liability, E&O insurance for the Board members, and Cyber Security.

Edward Ormsby made a motion to approve paying ProWriters for Cyber Security for $2,050. Brian Davison seconded the motion. A roll call vote was taken: Jeff Thornburgh–yes, Brian Davison – yes, Kim Hathaway–yes, Edward Ormsby– yes, and Jacob Yahne–yes. The motion was approved unanimously.

9. EAST WEBSTER UPDATE

a. Update from Local Group

Jacob Yahne is receiving positive responses, and work is beginning.

b. Financial Advisor Update – Jeff Rowe

No update

c. Legal Counsel Update

i. Gemini Contract Update

Andrew Boxberger reported he is working on a separate agreement with Gemini for separate billing for East Webster.

d. Engineering Update

Steve Henschen reported that final design approval from IDEM for the modification of the new alignment through Webster Bay has been received. The PER Addendum has been submitted and is awaiting approval from SRF for the PER Addendum and Change Order

i. Status of Easement – 188 returned and executed is at 94%. There are 11 not returned as of yet.

ii. Status of Customer Variances – Invoices were sent to 22 property owners and there have been changes since that have either been rescinded or re-negotiated with 15 payments received to date totaling $44,163.59. Seven payments are now past due, and final notices were sent informing these property owners that the grinder station is going to revert to a location that meets the District's guidelines for grinder location.

iii. Construction Update

Included in the Board packet

iv. Construction Schedule

Steve Henschen indicated approximately 25% throughout the contract period. The contractor is almost fully mobilized with materials on-site, with a storage area set up on Epworth Forest. The contractor intends to begin construction of pipe in the coming week.

v. Change Order #3

Steve Henschen indicated that Change Order #3 is a deduct of $32,040.36 because, when the project was originally bid, the assumption was every customer would be connected; with the exemptions granted, those grinder stations and items are being pulled out of the contract. Total construction changes deduct the amount of $117,000 from the originally signed agreement with Selge. The contingency balance to date is $415,000.

Kim Hathaway made a motion to approve Change Order #3 for a deduction of $32,040.36. Edward Ormsby seconded the motion. A roll call vote was taken: Jeff Thornburgh–yes, Brian Davison – yes, Kim Hathaway–yes, Edward Ormsby– yes, and Jacob Yahne–yes. The motion was approved unanimously.

10. GENERAL DISTRICT BUSINESS

A. District Administrator Hours – Wednesdays 9:00 AM to 1:00 PM

B. Other Business

11. PUBLIC INPUT

Ken & Mary Ann Collins – we have 2 properties in the East Backwater project. One property is on the island, 42 EMS W17C, and the other is 9237 East Backwater Road. First, thank the Board for making their efforts to keep the cost down on this and appreciate hearing they are making that effort ahead of time. Their concerns are the bridge that goes over between W17 and W17C on the island. This bridge was put in 1947, and the steel beams are delaminating, and it is unknown as to what type of construction crew will be coming over the bridge. He wants the Board to be aware of it and would like to know if anyone could help in the county to get anything done about the bridge. Five years ago, he asked someone to look at the bridge, and they wanted them to pay $5,000 to have it rated before they would even consider looking at it. He knows the EMS ambulance will not go over the bridge, and the fire department is banned from going over the bridge. So potentially, when the construction crew goes over the bridge and it breaks, who is responsible? They are definitely in favor of the sewer but concerned about the bridge. The bridge is in the county, but the county is indicating it is not their bridge, and they do not maintain the gravel road. There are 8 lots on the island; he has 2 of the 8. Steve Henschen indicated the pipe will be drilled 15-20 feet deep in the water. The contractor will be responsible for repairing the bridge. They will carefully document and take pictures of the bridge prior to beginning work on the island. Edward Ormsby indicated the first place to start was with Steve Henschen, but felt this is a private bridge, and to check with Steve Moriarity at the County Highway Department. If a private bridge, then it would be the responsibility of the private residents that are served by the bridge.

Another question Mr. Collins had was where the stakes for the grinders are currently set in concrete or can they be changed. Steve Henschen stated that when pipe is starting to be drilled, the cost will increase. Steve Henschen indicated he would arrange for the inspector to speak with Mr. Collins.

12. ADJOURNMENT

Edward Ormsby made a motion to adjourn. Kim Hathaway seconded the motion. A roll call vote was taken: Jeff Thornburgh–yes, Brian Davison – yes, Kim Hathaway–yes, Edward Ormsby– yes, and Jacob Yahne–yes. The motion was approved unanimously.

The meeting adjourned at 7:41 PM.

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