

MINUTES
TRI-LAKES REGIONAL SEWER DISTRICT
May 11, 2026

CALL TO ORDER

Carol Martin, Secretary, called the meeting to order at 5:00 PM. The meeting was held at the Tri-Lakes District Office, 5240 N. Old 102, Columbia City, IN.

ROLL CALL

Roll call was taken. Board members present were Travis Minear, Ruth Orr, Bill Brice, Brad Staats, and Kristin Pease. Heather Thompson was also in attendance.

GUEST AND CUSTOMERS' INQUIRIES DIRECTED TO TRUSTEES

No Guests/Customers.

MINUTES & REPORTS

The Minutes and Financial reports were emailed to the Trustees prior to the meeting for review. Brad made a motion to approve the April regular board minutes as written, Travis Seconded; verbal vote of the motion carried six (6) to zero (0). Ruth made a motion to accept financial reports, Kristin Seconded; verbal vote of the motion carried six (6) to zero (0).

NEW BUSINESS

Ruth motioned to appoint Carol Martin as President and Travis seconded; verbal vote of the motion carried six (6) to zero (0). Carol motioned to appoint Bradford Staats as Secretary and Kristin seconded; verbal vote of the motion carried six (6) to zero (0).

Heather let the Trustees know with the heavy spring rain, water is now entering the building around the front door and at the front corner of the office. She received a quote from Level Up Services to remove, replace sidewalk in front of office and put drainage and swells in the yard to help remove standing water for \$8,800. Richmond Construction quote for a new permanent awning of 25 ft or 15 ft and replacing the rotten front door with composite door at \$8,105 (15 ft) or \$9,405 (25ft). After much discussion, Ruth motioned to have Level Up and Richmond Construction to do the work with 25ft awning, Brad seconded; verbal vote of the motion carried six (6) to zero (0).

TEMPORARY ADJOURNMENT

To start the public hearing for the proposed rate increase of 5% per bill. Which amounts to \$1.85.

RATE HEARING MEETING CALL TO ORDER

This hearing was held for public comments on the board's proposed and approved 5% rate increase per bill, to be effective 6/1/2026.

Stan Ganczak – 977 E Gatesworth Ave, Columbia City- Wanted to know the difference between the phases. Carol explained the difference between Phase 1 and Phase 2 bond issue being paid until 2028. He was satisfied with the answer.

Carol requested a motion to accept, reject or delay approval of Sewer Rate Ordinance 2026-1. Ruth made a motion to accept the ordinance; seconded by Brad. A verbal vote of each board member to approve the ordinance was made.

Bradford Staats– Yes, Carol Martin –Yes, Travis Minear –Yes, Ruth Orr –Yes, Bill Brice – Yes, Kristen Pease – Yes.

Rate Ordinance 2026-1 passed by a vote of six (6) to zero (0).

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Brad motioned to close the rate hearing meeting and Kristin Seconded it; verbal vote carried six (6) to zero (0). Carol then closed this portion of the meeting at 5:35pm and regular meeting resumed.

The office driveway that was re-asphalted last year has some cracks in it. Heather has reached out to Steel Curtain Asphalt Maintenance about sealing it. After much discussion, Heather will reach back to Murray Asphalt to see what they can do about the cracks.

OLD BUSINESS

Heather presented closer to final numbers for the upgrade for Boyce/BS&A software. Tri-Lakes and Knapp Lake annual fees would be \$22,325 with \$1,000 for each company for contract signing and training would fluctuate depending on number of days needed. Estimated training would be \$12,250. Brad asked if travel expenses were included in the price. Heather will verify if they are included or not. She also will verify when the waiving of the migration fees will discontinue. If migration fee period is after next board meeting, this will be voted on at the next board meeting.

Strategic planning discussion was not discussed due to the public hearing this meeting.

ADMINISTRATOR UPDATES

Heather sent Mike Seigel's contract to Matt Shipman to have him guide the district on putting it out to bids in 2027.

With nothing more to discuss, Ruth made a motion to adjourn the meeting, Kristin Seconded; verbal vote of the motion carried by six (6) to zero (0). The meeting adjourned at 6:35 pm.



Bradford Staats, Secretary