

**RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE LAKELAND REGIONAL SEWER DISTRICT NO. 2026- 01  
AMENDING AND RESTATING A SMALL PURCHASE POLICY**

**WHEREAS**, IC 5-22-8-2 requires that the Lakeland Regional Sewer District (the “District”), as the purchasing agency, establish a policy and/or rules related to purchases of under Fifty Thousand Dollars (\$50,000) (“Small Purchases”) and other related policies; and

**WHEREAS**, the Board of Trustees of the District (the “Board”) desires to implement this policy to establish its procedures for Small Purchases and other related purchases.

**NOW, THEREFORE, BE IT RESOLVED, THAT:**

1. The following individuals shall be appointed as each a “Purchasing Agent” for the District, and may make purchases or pay sums that are necessary for the operation and/or maintenance of the District that, in any one instance, are anticipated to be less than or equal to the stated amount ascribed next to such Purchase Agent’s name (respectively, his or her “Purchasing Power”):

<b>Purchasing Agents</b>	<b>Purchasing Power</b>
Jack Bonewits, Trustee	\$20,000.00
Jim Haney, Trustee	\$20,000.00
Jenna Habegger, District Administrator	\$9,999.99

2. For any purchase that is anticipated to exceed such Purchasing Agent’s individual Purchasing Power but which is less than Fifty Thousand and 00/100 Dollars (\$50,000.00), two or more of the Purchasing Agents may deem it advisable and appropriate to agree to make said purchase as a pair (or a group, as applicable) by adding their respective Purchasing Power limits together to make such purchase that is necessary for the operation and/or maintenance of the District.
3. For all purchases anticipated to be between Fifty Thousand and 00/100 Dollars (\$50,000.00) and One Hundred Fifty Thousand and 00/100 Dollars (\$150,000.00), the District and Purchasing Agents shall follow the requirements of IC 5-22-8-3.
4. For all purchases anticipated to be over One Hundred Fifty Thousand and 00/100 Dollars (\$150,000.00), the District and Purchasing Agents shall follow the requirements of IC 5-22-7 et seq.

5. Notwithstanding the foregoing, the Purchasing Agents may make a purchase without following the foregoing requirements if one of the following “Special Purchasing Methods” applies:

Threats to public health, welfare, or safety	<b>Threats to public health, welfare, or safety</b> [IC 5-22-10-4] The Purchasing Agent may make a special purchase when there exists, under emergency conditions, a threat to public health, welfare, or safety.
Unique opportunity for substantial savings	<b>Unique opportunity for substantial savings</b> [IC 5-22-10-5] The Purchasing Agent may make a special purchase when there exists a unique opportunity to obtain supplies or services at a substantial savings to the District.
Compatibility of equipment, accessories, or replacement parts	<b>Compatibility of equipment, accessories, or replacement parts</b> [IC 5-22-10-8] The Purchasing Agent may make a special purchase when: <ol style="list-style-type: none"> <li>1) The compatibility of equipment, accessories, or replacement parts is a substantial consideration in the purchase; and</li> <li>2) Only one (1) source meets the using agency’s reasonable requirements.</li> </ol>
Failure to receive responsive offer through other methods	<b>Failure to receive responsive offer through other methods</b> [IC 5-22-10-10] The Purchasing Agent may make a special purchase when the District has solicited for a purchase under another appropriate purchasing method and has not received a responsive offer.
Single source for supply	<b>Single source for supply</b> [IC 5-22-10-13] The Purchasing Agent may award a contract for a supply when there is only one (1) source for the supply and the Purchasing Agent determines in writing that there is only one (1) source for the supply.
Contract with federal or state agency	<b>Contract with federal or state agency</b> [IC 5-22-10-15] The Purchasing Agent may purchase supplies if the purchase is made from a person who has a contract with a federal agency and the person’s contract with the federal agency requires the person to make the supplies available to the state or political subdivisions. They Purchasing Agent may purchase supplies if the purchase is made from a person who has a contract with a state agency and the person’s contract with the state requires the person to make the supplies or services available to the state.
Gifts	<b>Gifts</b> [IC 5-22-10-17] The Purchasing Agent may acquire supplies by accepting a gift for the District.

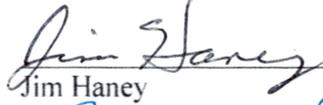
Purchase from public utility	<p><b>Purchase from public utility</b> [IC 5-22-10-19]</p> <p>The Purchasing Agent may make a special purchase from a public utility if the purchase or lease price is a negotiated price that considers the results of an independent appraisal that the District obtains and an independent appraisal that the public utility obtains.</p>
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- a. In order to utilize any of the foregoing Special Purchasing Methods, the Purchasing Agents must:
  - i. maintain the contract records for a special purchase in a separate file;
  - ii. include in the contract file a written determination of the basis for:
    - 1. the special purchase; and
    - 2. the selection of a particular contractor/vendor.
- b. In addition, the District shall maintain a record listing special purchases for a minimum of five (5) years. The records must contain the following information:
  - i. each contractor's/vendor's name;
  - ii. the amount and type of each contract/purchase; and
  - iii. a description of the supplies purchased under each contract.

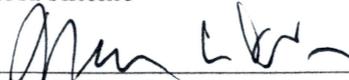
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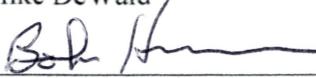
ALL OF WHICH IS DULY RESOLVED THIS 18<sup>th</sup> DAY OF February, 2026

LAKELAND REGIONAL SEWER DISTRICT

  
\_\_\_\_\_  
Jim Haney

  
\_\_\_\_\_  
Rosa Ritchie

  
\_\_\_\_\_  
Mike DeWald

  
\_\_\_\_\_  
Bob Hookman

\_\_\_\_\_  
Mark Koehler  
  
\_\_\_\_\_  
Cullen Reece

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Jack Bonewits