

**ACRSD Board**  
**Meeting Minutes**  
**November 12, 2021**

**The following persons were present:**

Nate Rumschlag, Secretary  
Jim Franz, Board Member  
Steve Bailey, Board Member  
John Carroll  
Don Bergall  
Dick Lambert  
Barry Scherer, Superintendent  
Mark Burry, Attorney

**The following persons were absent:**

Shannon Smitley

**APPROVAL OF MINUTES**

MOTION TO APPROVE MINUTES MADE BY STEVE BAILEY AND SECONDED BY JIM FRANZ. Approved 6-0.

**PUBLIC COMMENTS**

- Nicole Blum 103 Fallen Timbers Trail: She and husband own a mobile home, no one lives in it, they want to avoid connecting.
  - Barry Scherer: Would need to decommission tank, maybe move home out.
  - Ben Adams: There is no project for her area in 2022.

**APPROVAL OF CLAIMS**

MOTION TO APPROVE CLAIMS IN THE SUM OF \$18,545.68 MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 6-0.

Steve Bailey asks about treatment costs and Barry Scherer responds.

MOTION TO APPROVE PAYROLL CLAIMS IN THE SUM OF \$10,802.94 MADE BY JIM FRANZ AND SECONDED BY STEVE BAILEY. Approved 6-0.

MOTION TO APPROVE BANK RECONCILIATION MADE BY STEVE BAILEY AND SECOND BY JIM FRANZ. Approved 6-0.

MOTION TO APPROVE SRF CLAIMS IN THE SUM OF 507,291.00 MADE BY JOHN CARROLL AND SECONDED BY DON BERGDALL. Approved 6-0.

### **DISTRICT SUPERINTENDENT REPORT**

Barry Scherer updates the Board on Project 3:

- 3-C: Taps going well
- 3-B: There is about 1K feet of pipe to lay yet.
  - Peterson start-up-pressure test soon
- 3-A: Barry doesn't want to wait another month to issue letters, just waiting on start-ups, but they have to find a leak first.
  - Nate thinks that we should send Notice To Connect letters as soon as engineers sign off.
  - John Carroll wants to know if it will be a couple weeks,
  - Per Ben Adams, force main is 5 miles long, there is a leak and it might take a week to find.

MOTION MADE BY STEVE BAILEY THAT ONCE BARRY IS CONFIDENT THAT THE INSPECTIONS HAVE BEEN APPROVED, THE NOTICES TO CONNECT SHOULD BE SENT OUT AND SECONDED BY JOHN CARROLL. Approved 6-0.

- Steve Bailey asks about inspections, how they are going, are Barry Scherer and Larry Oberley doing many at night or on the weekends? Steve wonders if there should be a 3<sup>rd</sup> person to do this.
  - John Carroll comments, that maybe Barry Scherer and Larry Oberley tell contractors that they only want to come once.
- Dick Lambert presents to the Board the policy committee met and they recommend that the Billing Accountant position be offered to Jane Kaverman, consisting of 35 hours per week, 19.23 per hour plus benefits.

MOTION TO ACCEPT POLICY COMMITTEE'S PROPOSAL TO HIRE A NEW PERSON MADE BY JOHN CARROLL AND SECONDED BY STEVE BAILEY. Approved 6-0.

- Steve Bailey advises that he made a revised 2021 budget with changes including the new person with benefits. He said the budget still looks healthy. Steve Bailey is convinced that it will be significantly better than what Becky's office will be able to do.

- Barry Scherer advises that he has communicated with Mike Brown at the IT Department about adding another computer, printer etc. The District will need to pay approximately \$2500.00 for the complete docking station, 2 screens, new copier/scanner.
- Brooke Hindenlang explained that with the new person, the District will likely need to get its' own software for payroll, accounts receivable and accounts payable. Quote provided to the Board regarding Ampstun's proposal.

MOTION TO CONTRACT WITH AMPSTUN FOR THE ACCOUNTING PACKAGE MADE BY STEVE BAILEY AND SECOND BY NATE RUMSCHLAG. Approved 6-0.

- Ben Adams will be checking to see if any software, computer or other office supplies can be paid by SRF.

### **ENGINEER'S REPORT**

Ben Adams updates the Board as follows on Project 3.

- The end date was today for Project 3 A & B. Ben Adams asked Fleming's some tough questions and they have requested a formal extension on Preble to run through 12/21 which they have tentatively agreed to.
- Project A has a leak so there is that, but they are hoping to get that found soon.
- There will be a change order.
- He is hoping to wrap up by the end of the year.
- In all likelihood there will be money left over.
- Plans to have more information about the money.

Jim Franz asks about the leak for Project 3A. He has a hard time extending VTF's extension of time.

- Ben Adams said that the Board needs to keep in mind that we are holding 5% in the contract so that is hanging over their head.
- Nate Rumschlag comments that with regards to Fleming's, he suggests that we could tell them something to incentivize them to complete one area at a time.

- Ben Adams responds that the only area they are behind on is Preble.

#### Project 4

- Ben Adams advises the Board that the District has only received the SWIF award. We were original waiting to hear if we were getting additional dollars but since the last meeting, we found out we only got 5 million of grant money from SWIF. We were able to scale back the project with no penalty. There was a conference call with Baker Tilly and everyone looked at different areas of readiness, customer count, need and cost. He is still waiting on information from Baker Tilly. We can reapply for another 5 million for year 2022. The downside will be possibly doing two closings.
  - Don Bergdall thinks that we are better off doing just 2 areas instead of 5.
- The 2 groupings selected, based on funding/costs will be to push forward with the Sunnybrook area and Oakwood area.
- A real close third is northwest Winchester road area.
- Nate Rumschlag asks about getting bids to make decisions.
- Mark Burry advises that the District may need to go before county council and show the types of bids.
- Mark Burry asks Ben Adams if the District can get paid for engineering via SRF in project 4 for project 5.
- Ben Adams does not believe so.
- Nate Rumschlag requests that Ben Adams stand down on any additional engineering for projects that are not happening.
- Mark Burry and Barry Scherer met with council and planted a seed. Because there is other money out there they should match the grants.
- Per Ben Adams we have until June to close but Ben Adams said March is our intended time frame.
- Mark Burry asks how soon can we send the exemption notices.
- Ben Adams responds that we are waiting on information back from Baker & Tilly.
- Jim Franz asks about next year and the request to add on new projects, Ben Adams explains that it should be an easier process and we can start in July.

Barry Schere is asking for a tractor and trailer. One of the committees met earlier today to discuss this and Barry Scherer will be bringing figures to the next meeting.

Barry Scherer explains that he pulled the paving out at Arcadia Village and Preble, instead he may just do dust control.

**DISTRICT ATTORNEY REPORT**

Mark Burry presents the Promissory note for engineering on project 4.

MOTION TO APPROVE AUTHORIZING VICE CHAIR LAMBERT AND SECRETARY RUMSCHLAG TO DRAW COUNTY MONEY IN THE AMOUNT OF \$200,000.00 MADE BY STEVE BAILEY AND SECOND BY JOHN BERGDALL.

Meeting Resolution presented to the Board for the year 2022.

MOTION MADE BY DON BERGDALL AND SECONDED BY STEVE BAILEY TO POSTPONE THE DECISION ABOUT THE 2022 MEETINGS.

Steve Bailey asks about the pending federal law suit.

Mark Burry responds that it is still pending. He met with attorney representing the Plaintiff and they inspected homes with health department last week.

Don Bergdall asked about 811, he said he is still not getting ACRSD on 811 for part of Project 3-C.

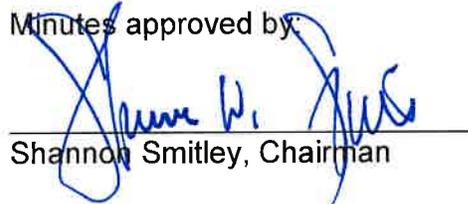
**OTHER MATTERS PRESENTED**

Discussion held about how many connections are remaining for 900 North, Don Bergdall advises that there will be delays trying to obtain wire.

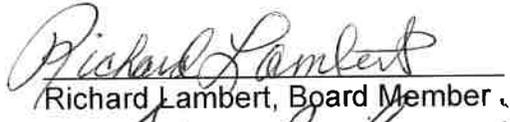
**PUBLIC COMMENTS**

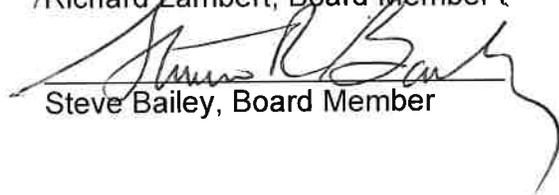
MOTION TO ADJOURN MADE BY JIM FRANZ AND SECONDED BY DON BERGDALL. APPROVED 6-0.

Minutes approved by:

  
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Shannon Smitley, Chairman

  
Nate Rumschlag, Secretary

  
Richard Lambert, Board Member

  
Steve Bailey, Board Member

\_\_\_\_\_  
John Carroll, Board Member

  
Don Bergdall, Board Member

  
Jim Franz, Board Member