

ACRSD Board
Meeting Minutes
January 12, 2023

The following persons were present:

Shannon Smitley, President
Nate Rumschlag, Secretary
Dick Lambert, Board Member
John Carroll, Board Member
Jim Franz, Board Member
John Summers, Board Member
Larry Oberley, Superintendent
Nathan Scherer, Assistant District Superintendent
Mark Burry, Attorney
Brooke Hindenlang, Secretary – Paralegal to Mark Burry
Jane Kaverman, billing and accounting Clerk

The following persons were absent:

Josh Zimmerman, Board Member

MOTION TO KEEP BOARD ORGANIZATION THE SAME MADE BY JOHN CARROLL AND SECONDED BY JIM FRANZ. APPROVED 6-0.

Introduction of new board member, John Summers, as appointed by County Council to replace outgoing board member, Steve Bailey.

APPROVAL OF MINUTES

MOTION TO APPROVE MINUTES MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 6-0.

PROJECT CUSTOMER QUESTIONS

No project related questions presented.

APPROVAL OF CLAIMS

- Bank Reconciliation

MOTION TO APPROVE THE DECEMBER 2022 BANK RECONCILIATION AND FINANCIAL STATEMENT MADE BY JIM FRANZ AND SECOND BY DICK LAMBERT. Approved 6-0.

Jim Franz asked about the percentages of payments that were listed as part of the report. (Checks, cash, credit/debit card, automatic drafts).

Jane Kaverman explains how this works.

- Claims

MOTION TO APPROVE CLAIMS IN THE SUM OF \$60,736.63 MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 6-0.

MOTION TO APPROVE PAYROLL CLAIMS IN THE SUM OF \$12,051.80 MADE BY NATE RUMSCHLAG AND SECONDED BY JIM FRANZ. Approved 6-0.

- Request made to allow Becky Cochran (District CPA) to have access to e-banking made by Jane Kaverman.

MOTION TO APPROVE BECKY COCHRAN TO HAVE ACCESS TO EBANKING MADE BY NATE RUMSCHLAG AND SECONDED BY JOHN CARROLL. Approved 6-0.

MOTION TO APPROVE LABOR STANDARDS NOT TO EXCEED 30K FOR PROJECT 5 (IN THE BUDGET PER BEN) MADE BY NATE RUMSCHLAG AND SECONDED BY JIM FRANZ. Approved 6-0.

- SRF Vouchers and claims presented by Brooke Hindenlang
 - Project 3 – \$994.00
 - Project 4 (WAF) – \$23,888.00
 - Project 4 (SWIF) - \$24,351.00

MOTION TO APPROVE SRF VOUCHERS FOR PROJECT 3 CLAIMS TOTALING \$994.00 MADE BY NATE RUMSCHLAG AND SECONDED BY JOHN CARROLL. Approved 6-0.

MOTION TO APPROVE SRF VOUCHERS FOR PROJECT 4 WAF CLAIMS (#21) TOTALING \$23,888.00 MADE BY NATE RUMSCHLAG AND SECONDED BY JIM FRANZ. Approved 6-0.

MOTION TO APPROVE SRF VOUCHERS FOR PROJECT 4 SWIF CLAIMS TOTALING \$243,351.00 (#8 AND #9) MADE BY NATE RUMSCHLAG AND SECONDED BY DICK LAMBERT. Approved 6-0.

MOTION TO APPROVE PAYMENT TO KIM FRUECHTE FOR MAINLINE EASEMENT ACQUISITION MADE BY JOHN CARROLL AND SECONDED BY NATE RUMSCHLAG. Approved 6-0.

SUPERINTENDENT REPORT

Larry Oberley updates the Board as follows:

- Project 3
 - Clem's Lake: Stacy Woods still needs hooked up and a trailer, (2 not hooked-up)
 - Preble: 8 left to connect; some don't have money.
 - Linn Grove: 4 left to connect (3 waiting on contractors 1 being torn down)
- Larry Oberley and Nathan Scherer have been busy working in the shop.
- On Christmas Eve they had problems, freezing cold temperatures, alarms were going off. They learned a lot.
- Project 5:
 - Recent Meeting held for the Clem's Lake/Winchester area on 1/10/23 – decent turn out
- Leak issue: Resident has a leak between house and grinder, took a camera out, told customer it would be his responsibility. It was put in 5 years ago. Customer probably won't fix it. Pump has been replaced there. 8-10 feet from the grinder.
 - General board discussion about what needs done.
 - Nate Scherer put a meter on it. It didn't run as much as he thought it would.
 - Need to refer to Sewer Use Ordinance
 - Recommendations – Shannon Smitley thinks we need to get a picture, and give it to Mark Burry to draft a letter. If it is not fixed after the letter, then a penalty will be imposed.
 - Jim Franz asks about contractor maybe needing to be notified, Board is not recommending this at the present time.

ENGINEER'S REPORT

Ben Adams updates the Board:

- Project 3 – Done basically but still need to think about additional connections on Clem's Lake
- Purchased - 12 Razor ZOGP pumps and 12 ESOS Pressure Switches to maintain our inventory of replacement parts for Project 1.
- Project 4 – new maps handed out,
 - Oakwoods
 - New Oakwood pump station and flow metering station remain incomplete as outstanding construction items.
 - Jim Franz asks when will things be done in Oakwood area for pump station.

- Per Darrell Drake, they are waiting 6-8 weeks for I&M, testing to be done.
 - 80% of grinder pump station control panels have been installed to date.
 - Sunnybrook
 - Issue (we've got basins and pumps) but we don't have panels.
 - They are steadily trickling in but a small number each per Ben.
 - Difference between Sunnybrook and Oakwoods is that Fleming had a bunch of grinders at their yard and they could bring pieces and parts in whereas Millers didn't have this.
 - It will likely be April before this is done.
 - Ben asked Flemings about paving, they are going to come to some conclusion in the next week.
- Project 5
 - Funding closed on the 14th, contracts are signed. Pre construction conference scheduled for the 18th. Pretty well told all 3 contractors but we don't want them to do anything until April or May.
 - Waiting on notice to proceed to begin interim rate.
 - Informational meeting on Tuesday went well in Ben's opinion – Magley meeting is set for next week.

DISTRICT ATTORNEY REPORT

MOTION TO APPROVE THE 2023-1 RESOLUTION REGARDING 2023 MEETING DATES MADE BY NATE RUMSCHLAG AND SECONDED BY DICK LAMBERT.

Approved 6-0.

- Board informed that any threatening comments made by customers should be reported to the sheriff
- District employees notified that performance reviews will be held this month.

OTHER MATTERS PRESENTED

Nate Rumschlag addresses the Board regarding a request by the Wells County Sewer District to possibly entertain an interlocal agreement between Wells and Adams County for billing help. Dr. Jackson, board member and Lewis Brown, Wells County Superintendent also are present on behalf of the Wells County Regional Sewer District.

Jane Kaverman, Barry Scherer and Brooke Hindenlang discuss the benefits of both districts utilizing the Ampstun software.

Board members question how much time will be required if Jane Kaverman was to start processing billing for Wells County. Jane does not believe it will add many hours to her

schedule. Wells County has fewer customers and if the payment schedule was opposite from Adams County, she believes it will be feasible.

Suggestion by the Board to have Baker Tilly make a recommendation.

Barry Scherer believes that Jane Kaverman should check with Ampstun to find out if the addition of another District would increase the fees assessed by them for their service if we are currently a tier 1 and move to a tier 2.

Discussion tabled until more information can be provided.

PUBLIC COMMENTS

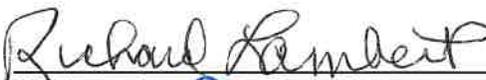
MOTION TO ADJOURN MADE BY SHANNON SMITLEY AND SECONDED BY JOHN CARROLL. Approved 6-0

Minutes approved by:

Shannon Smitley, Chairman



Nate Rumschlag, Secretary



Richard Lambert, Board Member



John Summers, Board Member



John Carroll, Board Member

Josh Zimmerman, Board Member



Jim Franz, Board Member