

ACRS Board
Meeting Minutes
July 13 2023

The following persons were present:

Dick Lambert, Board Member
Jim Franz, Board Member
Nate Rumschlag, Secretary
John Carroll, Board Member
Nathan Scherer, Assistant District Superintendent
Jane Kaverman, billing and accounting Clerk
Noah Brite, Field Technician
Clayton Lengerich, Attorney
Brooke Hindenlang, Secretary – Paralegal to Mark Burry

The following persons were absent:

Shannon Smitley, President
Josh Zimmerman, Board Member
John Summers, Board Member
Mark Burry, Attorney

APPROVAL OF MINUTES

MOTION TO APPROVE MINUTES MADE BY NATE RUMSCHLAG AND SECONDED BY JOHN CARROLL. Approved 4-0.

PROJECT CUSTOMER QUESTIONS

None

APPROVAL OF CLAIMS

MOTION TO APPROVE VOUCHERS OF \$60,266.12 MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 4-0.

MOTION TO APPROVE PAYROLL VOUCHERS OF \$4,737.08 MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 4-0.

5 Bank reconciliations presented.
FBOB -285,196.99 (operating)
FBOB 237,879.79 (gold)
FBOB 16,660.76 special

BONY 198,142.57
BONY 5 – 3,069,182.25

MOTION TO APPROVE THE BANK RECONCILIATIONS MADE BY JIM FRANZ AND
SECONDED BY JOHN CARROLL Approved 4-0.

SRF Claims presented by BLH
3 \$4,806.00
4 \$5,980.00(swif) and (waf) \$8,609.00
5 \$525,774

MOTION TO APPROVE CLAIMS FOR 3,4,5 MADE BY NATE RUMSCHLAG AND
SECONDED BY JOHN CARROLL. Approved 4-0.

SUPERINTENDENT REPORT

Nathan Scherer updates the Board as follows:

- **Project 4**
 - Oakwoods: 51 CONNECTED
 - Sunnybrook 9 CONNECTED
 - Once everyone is hooked up, Nathan would like to smoke test the line at Oakwoods. There are a lot of unknowns.
 - The County Council approved \$110,000 in ARPA funds for new water lines in the Oakwood's addition
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- **Project 5**
 - Miller's is the only contractor working, all of 900 is done, 200 going north is done, 30 plus grinders installed. Most of 200 is done.
 - Waiting on Fleming and Underground to get started. Underground is thinking 9/1/23 and Fleming will be 12/1/23 per Ben Adams.
- **Maintenance issues:**
 - Manhole in Berne had a possible air release valve leaking. Access to confined space deals, talked about maybe getting a sniffer, does it make sense to get or is it not safe? A sniffer requires 3 people on site, tripod and lift gear – is it worth getting when it might be 5-6 grand to invest in this? Suggestion made to maybe try and get a company that has confined space certification, remove the air release valves and fix them.
 - Dick Lambert wants to know the cost to hire.
 - Nathan Scherer said we would find out because Ferguson had to come out today.
 - Dick Lambert asked about the tripod that we ordered, per Nate they are in, but they are not for this purpose, only to pull pumps.
 - Commonwealth has a tripod and is certified. Ben Adams said that the tripods are expensive.

- Nate Rumschlag would prefer to hire the contractor.
- It is hard to find a vac truck too. Might see about a vac trailer with contingent money from project 5.
- Nate Rumschlag said that the highway is looking for one too, might be able to think about working with them.
- Jim Franz said that we might not be ready now, but Nate Scherer wants it to be thought about/entertained for the future.
- Noah Brite was asked his thoughts and he agrees we need to consider this.
- Ben Adams suggested contacting Berne, but per Nate Scherer, it is broken and they are currently renting.

ENGINEER'S REPORT

Ben Adams updates the Board as follows:

- **Project 3**
 - Asked SRF for items to add (pressure washer, skid loader, mower, camera, generator and county road 100 west septic elimination, spare parts and pieces, pumps) Total is around 262K plus extra for Clem's lake. This will use up Project 2 and Project 3 money if granted.
- **Project 4**
 - The ARPA money was approved for Oakwood's via the Oakwood's homeowners association. He will need to make sure it is being handled correctly.
 - They are still working on Flemings extended warranty. Once done, Ben Adams will meet with homeowners.
 - Jim Franz asked how soon will they meet with homeowners, Ben Adams thinks a month or less.
- **Project 5**
 - Work is going really well. Miller's went straight from Sunnybrook to Winchester, mainline projected to be done by end of July and grinders are half done.
 - Still need to erect the sign for Biden.
 - The other 2 contractor's haven't started but Magley is scheduled for 9/1 and Flemings by 12/1 for Clem's Lake.

DISTRICT ATTORNEY REPORT

Clayton Lengerich updates the Board as follows:

- Eric Gerber wants to install a private sewer line to be treated by Bluffton. He is asking the Board to consent to this request.
 - Board members question why this is being brought up here.
 - Because the property is here in Adams County.

MOTION TO ACKNOWLEDGE AND CONSENT TO A PRIVATE SEWER EXTENSION PROJECT PROPOSED BY ERIC GERBER FOR THE INSTALLATION OF A PRIVATE SEWER LINE ALONG CR 300 S TO VERA CRUZ PROVIDED THAT THE SAME SHALL BE INSTALLED ACCORDING TO ENGINEERED SPECIFICATIONS, MAINTAINED BY THE PARTICIPATING LANDOWNERS AND APPROVED BY WELLS COUNTY AND/OR THE CITY OF BLUFFTON FOR TREATMENT BY JIM FRANZ AND SECOND BY JOHN CARROLL. Approved 4-0.

- Discussion held about the procedure when vacant ground, in an open project, gets sold.
 - Nate Scherer believes that the project is considered done if the contractor has already moved on.
 - Nate Rumschlag suggests that if a person may need to make a request so far in advance to reserve a spot and begin paying the interim rate. Maybe 30 days in advance. Otherwise this will be treated like a new construction situation after a project is completed and they will need to follow those procedures.
 - Suggestion made that the Board needs to make a resolution or policy.

OTHER MATTERS PRESENTED

Jane Kaverman emailed the Board her proposed Budget. The Board is pleased with it.

Shannon Green has emailed the Board a Policy Manual. This is just the first draft for the Board to look over.

Nate Scherer explains about PTO being capped, comp time discussed, pay out after 6 months and a year.

PUBLIC COMMENTS

Donnie Bergdall addresses the Board as follows:

He has been working in the Oakwood's area and has found taps that are 12 feet deep, but coming out at 3 foot deep. He believes more investigation would be beneficial in future projects. It has been recognized that Flemings were not following the plans.

MOTION TO ADJOURN BY JOHN CARROLL AND SECONDED BY NATE RUMSCHLAG. Approved 4-0

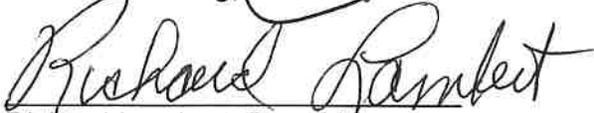
Minutes approved by:



Shannon Smitley, Chairman



Nate Rumschlag, Secretary



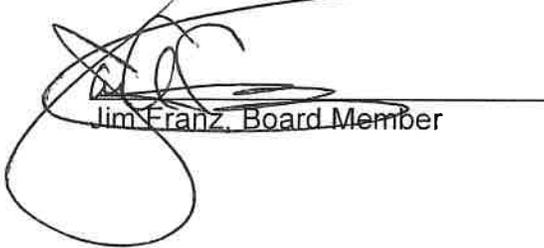
Richard Lambert, Board Member

John Summers, Board Member



John Carroll, Board Member

Josh Zimmerman, Board Member



Jim Franz, Board Member