

**ACRSD Board**  
**Meeting Minutes**  
**October 12, 2023**

**The following persons were present:**

Shannon Smitley, President  
Nate Rumschlag, Secretary  
Jim Franz, Board Member  
Josh Zimmerman, Board Member  
Nathan Scherer, Assistant District Superintendent  
Noah Brite, Field Technician  
Jane Kaverman, billing and accounting Clerk  
Mark Burry, Attorney  
Brooke Hindenlang, Secretary – Paralegal to Mark Burry

**The following persons were absent:**

Dick Lambert, Board Member  
John Carroll, Board Member  
John Summers, Board Member

**EXECUTIVE SESSION**

Nate Rumschlag, Josh Zimmerman, Shannon Smitley and Jim Franz present. Meeting held prior to regular Board Meeting.

**APPROVAL OF MINUTES**

MOTION TO APPROVE MINUTES MADE BY JIM FRANZ AND SECONDED BY NATE RUMSCHLAG. Approved 4-0.

**PROJECT CUSTOMER QUESTIONS**

*Bonnie Cornett* – She has a question about property at Barrington Woods. They bought property that is not currently connected to the sewer line. They would like to connect and have the District pay for running the main line. Nathan Scherer and Ben Adams are aware and are looking into this; Ben Adams will forward information regarding this.

- The Board will look at the ordinance.

*Dan Brotherton* – his trash didn't get taken away due to the construction at Oakwoods. He had to pay for it to be removed. He wants his 26.00 bill reimbursed.

- Discussion held. Water lines and roads are being worked on at the same time. Sometimes there isn't even one lane open.
- Per Mark Burry, in the spirit of good will we will reimburse.

### **APPROVAL OF CLAIMS**

MOTION TO APPROVE CLAIM VOUCHERS OF \$79,806.71, PAYROLL VOUCHERS OF \$11,553.66 AND BANK RECONCILIATION MADE BY SHANNON SMITLEY AND SECONDED BY JIM FRANZ. Approved 4-0.

The 5 Bank reconciliations presented were.

FBOB -317,247.55 (operating)  
 FBOB – 236,330.27 (gold)  
 FBOB - 16,660.76 (special account – ARPA)  
 BONY – 188,547.14  
 BONY 5 – 3,108,315.23

SRF Claims presented by Brooke Hindenlang  
 Project 4 \$1768.00 (WAF) and 136,514.96 (119,879.00 SWIF and 16,635.76 ARPA)  
 Project 5 \$118,833.00 (Commonwealth 27,823 plus MCG 91,010)

MOTION TO APPROVE SRF CLAIMS FOR PROJECTS 4&5 MADE BY JIM FRANZ AND SECONDED BY NATE RUMSCHLAG. Approved 4-0.

### **SUPERINTENDENT REPORT**

Nathan Scherer updates the Board as follows:

#### **Project 4 Update:**

- *Oakwoods* - All hooked up, 1 home has plumbing issues.
- 4 of concrete drives done, 5 or 6 more for tomorrow re road project
- Fleming is on the backside of Hickory and Maple, they have run into a few snags
- Running into driveway approaches, tearing things out they are nicking some, decided to cut every drive at the end.
- Residents are getting crabby but Ben Adams and Nate Scherer met with them at a recent meeting and things went pretty well.
- *Sunnybrook* - 6 more to go in Sunnybrook addition and 15+ on the rural road still to be connected.

#### **Project 5 Update:**

- *Winchester* coming right along – 200 done, just a couple grinders and laterals to do. Progress meeting was last week; there is some fixing to do on Winchester Road. They are going to try and fix where some jelling came up.

- *Magley* – 600 all the way up to the corner, all the mainline is in. Started putting laterals in today. We have our permits for 224.

Nate Rumschlag asked about restoration– not a lot to do, MCG might wait until Spring. Clem's lake South – maybe November.

Noah Brite and Nate Scherer had startups with the big lift stations on the generator, had to rewire most. Josh Zimmerman was out on 2 of them. Noah Brite has been a godsend. Waiting on rotational meter. He has ordered it. Monmouth was wrong, Arcadia correct, Prestress/Barrington – not correct. Bobo was switched out.

- Budget – Jane reviewing Budget with the Board.

MOTION TO APPROVE BUDGET BY JIM FRANZ AND SECONDED BY NATE RUMSCHLAG. Approved 4-0.

### **ENGINEER'S REPORT**

Ben Adams is present but has nothing new to report, Nathan Scherer's report covered it.

### **DISTRICT ATTORNEY REPORT**

Mark Burry has a letter to IDOF regarding reimbursement/procurement that will be issued out regarding IDOF's questions regarding our request for amendment to the PER.

### **OTHER MATTERS PRESENTED**

None

### **PUBLIC COMMENTS**

MOTION TO ADJOURN BY JIM FRANZ AND SECONDED BY NATE RUMSCHLAG. Approved 4-0

Minutes approved by:

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Shannon Smitley, Chairman

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Nate Rumschlag, Secretary

*C.C.*  
*Richard Lambert*

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Richard Lambert, Board Member



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John Summers, Board Member

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John Carroll, Board Member



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Josh Zimmerman, Board Member



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Jim Franz, Board Member

<b>SOURCE: AMPSTUN QUERY ACCOUNT ACTIVITY</b>			<b>2024</b>
		<b>EXPENSES</b>	<b>BUDGET</b>
111.0	USDA GOLD		\$204,000
108.0	BONY		\$252,227
275.0	FIRST BANK OF BERNE - TRUCK LOAN		\$0
500.0	SEWAGE TREATMENT		\$240,000
521.0	DIRECT LABOR		\$172,532
523.0	FICA TAXES EXPENSE	7.30%	\$12,599
524.0	EMPLOYEE INSURANCE	33.43%	\$57,671
525.0	DEFERRED COMP		\$600
526.0	PERF WITHHOLDING	11.10%	\$19,158
530.0	CONVECTIONS & SEMINARS		\$500
551.0	ELECTRICITY SERVICE AREA		\$25,000
571.0	CONTRACTOR FEES		\$20,000
573.0	REPAIRS EQUIPMENT & TOOLS		\$25,000
575.0	TRUCK REPAIR & MAINTENANCE		\$7,500
577.0	SUPPLIES	See Below	\$20,000
601.0	BILLING SERVICES		\$0
605.0	RECORDING FEES		\$3,000
607.0	LEGAL NOTICES		\$1,000
611.0	BANK CHARGES		\$2,200
612.0	LOAN FEES		\$0
627.0	DUES & SUBSCRIPTIONS		\$500
631.0	INSURANCE GENERAL		\$22,000
635.0	OFFICE SUPPLIES		\$4,000
636.0	POSTAGE		\$8,500
652.0	SOFTWARE		\$4,000
656.0	ACCOUNTING FEES		\$13,000
657.0	SBOA	AUDIT FEES	\$20,000
658.0	LEGAL FEES		\$12,000
685.0	PROPERTY TAXES		\$20
691.0	COMMUNICATION FEES		\$5,000
699.0	MISCELLEANOUS		\$1,000
802.0	INTEREST EXPENSE		\$90,000
804.0	MISC.EXPENSE		\$1,500
			\$1,244,507
	ACRSD WORKSHOP	2024	
	ACRSD WORKSHOP - ELECTRIC	KAVERMAN-ADD	\$3,500
	ACRSD WORKSHOP - WATER	KAVERMAN-ADD	\$2,000
	ACRSD WORKSHOP - GAS	KAVERMAN-ADD	\$2,000
			\$7,500

approved budget 10-12-2023

\$1,252,007

	<b>SOURCE: AMPSTUN QUERY ACCOUNT ACTIVITY</b>		<b>2024</b>
	<b>SOURCE: AMPSTUN BUDGET ANALYSIS</b>	<b>REVENUE</b>	<b>BUDGET</b>
450.0	SEWER FEES-MOM. PLSNT MILLS		<b>\$272,063</b>
450.1	SEWER FEES-BOBO		<b>\$99,644</b>
450.2	SEWER FEES- PROJECT 3	PROJECT 3	<b>\$431,046</b>
450.4	SEWER FEES-PROJECT 4		<b>\$186,973</b>
450.5	SEWER FEES-PROJECT 5		<b>\$184,840</b>
451.0	INSPECTION FEES		<b>\$14,850</b>
452.0	SEWER EXTENSION FEES		<b>\$0</b>
453.0	TAP FEES		<b>\$0</b>
453.1	TAP FEES - BOBO		<b>\$0</b>
453.2	TAP FEES	PROJECT 3	<b>\$0</b>
454.0	MISCELLANOUS FEES		<b>\$2,000</b>
469.0	RESERVED - USED FOR WCRSD REIMBURSE		<b>\$6,000</b>
708.0	INTEREST INCOME		<b>\$4,750</b>
741.0	ADAMS COUNTY GRANT		<b>\$60,000</b>
753.0	INFA-SRF		<b>\$0</b>
	<b>approved budget 10-12-2023</b>		<b>\$1,262,167</b>