

ACRSD Board
Meeting Minutes
January 11, 2024

The following persons were present:

Shannon Smitley, President
Nate Rumschlag, Secretary
John Carroll, Board Member
Jim Franz, Board Member
Josh Zimmerman Board Member
Nathan Scherer, Assistant District Superintendent
Noah Brite, Field Technician
Mark Burry, Attorney
Brooke Hindenlang, Secretary – Paralegal to Mark Burry

The following persons were absent:

John Summers & Jane Kaverman

APPROVAL OF MINUTES

MOTION TO APPROVE MINUTES MADE BY JIM FRANZ AND SECONDED BY NATE RUMSCHLAG. Approved 5-0.

PROJECT CUSTOMER QUESTIONS

Connie Teeple: (Address – 16716 Lutz, Fort Wayne IN

Questions about installing an outhouse. Referred her to the Health Department. She advises that her home is vacant, had a fire, no one is living there. She brought up Amish and why they can have outhouses. Again, informed her this was a Health Department issue but if the property is within 300 feet property owners must connect. Due to the condition of her home she was informed that she could complete the Affidavit of Vacancy and comply with the conditions including an inspection and her bill would cease if approved. Informed her that this has been sent to her previously but we will send it again.

APPROVAL OF CLAIMS

MOTION TO APPROVE CLAIM VOUCHERS OF \$112,920.91, PAYROLL VOUCHERS OF \$7655.30 MADE BY JOHN CARROLL AND SECONDED BY JIM FRANZ.
Approved 5-0.

The 5 Bank reconciliations presented were as follows:

- FBOB - \$320,353.63 (operating)
- FBOB – \$282,077.86 (gold)
- FBOB - 0 (special account – ARPA)
- BONY – \$254,200.78
- BONY 5 – \$3,148,132.96

MOTION TO APPROVE BANK RECONCILIATION MADE BY NATE RUMSCHLAG AND SECONDED BY JOHN CARROLL. Approved 5-0.

SRF Claims presented by Brooke Hindenlang

- Project 3 \$48,844.05
- Project 4 \$459,313 (retainage is 33,409)(WAF)
- Project 5 \$294,742.24

MOTION TO APPROVE SRF CLAIMS FOR PROJECTS 3&4&5 MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 5-0.

Discussion held regarding rejections by SRF of claims submitted last month.

Ben Adams addresses the Board regarding 2 change orders.

- Project 4: Change Order 1 is adjusting the contract price to account for the additional paving at Oakwoods. The County Highway Department has paid a portion of the total.
- Project 5: Change Order 1 which establishes a unit price for the 8” and 6” Gravity HDD we agreed to in an effort to avoid numerous utility conflicts along SR 224 – minimal increase to contract price.

MOTION TO APPROVE CHANGE ORDERS IN PROJECT 4 CONTRACT MADE BY JIM FRANZ AND SECOND BY JOSH ZIMMERMAN. Approved 5-0.

MOTION TO APPROVE CHANGE ORDERS IN PROJECT 5 CONTRACT MADE BY JOHN CARROLL AND SECOND BY JIN FRANZ. Approved 5-0

SUPERINTENDENT REPORT

Nathan Scherer updates the Board as follows:

Project 3 Update:

- Still working on equipment purchases. A few items have been put on the back burner. Skid Loader has been ordered and camera will also be purchased.

Project 4 Update:

- Oakwood done.

- Getting with contractor's who are waiting to get in.
- Sunnybrook, same as last month, 2 to hook – up, 1 has a homeowner that isn't cooperating.

Project 5 Update:

Magley –All forced main in from Magley all the way back to Preble and is hooked up. There is new connection on 600 going South, property owner has agreed to paying the additional fee after 300 Feet. Permits Bore have been obtained. Still need to the grinders on 224.

Winchester-start-up finished, time to issue Notice to Connect and charge full rates.

Clem's lake south – Flemings got going just this week. 1/2 mile put in on 700. Still hoping that by the middle of February they can move off and state testing on 700. Plan is to have that area connect first. Supposed to be done by May of 2024.

They have been looking into Monmouth for I&I, they do have a game plan and an idea where it is coming from. Nathan Scherer would like to do a dye test first then a smoke test. They have found 3-4 sump pumps tied in.

Nathan Scherer has ordered a locatable camera, 200 Feet.

ACRSD has just started full billing in Wells for all projects.

Jane Kaverman has been working from home and comes to town twice a week and stops in the office.

ENGINEER'S REPORT

Ben Adams updates the Board as follows:

Project 3 – Nothing new to report, he is still trying to get SRF to agree to the 100 W extension, but Mark Burry needs to provide information.

Project 4 – Project construction is done. We are close to spending all of the money. Still need to do some measuring in Oakwood.

Project 5

- Winchester Road: Ready to connect; Board needs to vote and authorize Notice to Connect be issued along with full rates to be imposed.
- Magley: Time frame for completion is near, they are doing well in their progress and should make the deadline of 3/1/24.
- 700 and Clem's Lake South: Fleming's deadline is 5/27/24. We will see how it goes.
 - Nate Rumschlag asks when do we go to full rate?
 - Ben Adams – supposed to be the 1st of the Year – confirmed by Rate ordinance, all 3 areas to be billed at full rate beginning 1/1/24.

- Nathan Scherer advises that Clem's Lake South residents received their first interim rate bill, but it was pro-rated.
- Nathan Scherer also reported that Grinders came in for with patches. He denied them. 12 already had concrete on them; Fleming's isn't sure if they can return those. Fleming's will try to make some type of extended warranty. Nathan Scherer said he will listen to the options. Fleming and Ferguson were both told these weren't acceptable.

New Project Area: Ben Adams submitted maps for future project areas. Information was based on 10 areas suggested by a letter from the Health Department and they added two other areas. Ben Adams also sent a new agreement for the Board to approve to apply to SRF for funding. Ben Adams reminds the Board that due to Project 5 not needing 2 inspectors, there is extra funding possibly available. He also mentioned that PER cost is 30K.

Nathan Scherer mentioned that he would like to upgrade the original grinders to the same model as what has been used in the past few projects.

MOTION TO APPROVE AMENDMENT TO POST BIDDING CONTRACT IN 2024 MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 5-0.

Jim Franz asks when Project 5 should be completed; potentially some time in 2024 but full rates should be started this month.

MOTION TO ISSUE NOTICE TO CONNECT AND IMPLEMENT FULL RATES FOR NW WINCHESTER ROAD/200 W MADE BY NATE RUMSCHLAG AND SECONDED BY JIM FRANZ. Approved 5-0.

Ben Adams will talk to Baker Tilly about the full rates and what our options are for charging those.

DISTRICT ATTORNEY REPORT

Mark Burry addresses the Board:

Inquires if the Board has a recommendation for a per customer rate to charge the Wells County Regional Sewer District now that the conversion has been completed and ACRSD will be billing all three projects.

- Nathan Scherer hopes to have information to present at the February meeting.

Inquires if Shannon Smitley has information to present regarding the rates charged in Decatur and Berne for the churches.

- He forgot to bring it but will plan to by the next meeting
- Nathan Scherer also indicates that it will be a bit before Pleasant Dale is charged anything since they tried to do the pressure testing and they have several leaks.

Reorganization of the Board:

MOTION TO APPOINT SHANNON SMITLEY AS BOARD PRESIDENT MADE BY NATE RUMSCHLAG AND SECONDED BY JIM FRANZ. Approved 5-0.

MOTION TO APPOINT JIM FRANZ AS VICE PRESIDENT MADE BY SHANNON SMITLEY AND SECONDED BY NATE RUMSCHLAG. Approved 5-0.

MOTION TO APPPOINT NATE RUMSCHLAG AS SECRETARY/TREASURER MADE BY JOHN CARROLL AND SECONDED BY JOSH ZIMMERMAN. Approved 5-0.

Board to discuss Committee appointments at the February meeting; Josh Zimmerman will be on the Projects Committee.

Board to make further inquiries as to replacing Dick Lambert.

Mark Burry reviews the employment contracts for Nathan Scherer and Noah Brite. Nathan's contract needs additional clarification with Shannon Greene's input with regards to comp time and pto.

MOTION TO APPROVE NOAH BRITE'S EMPLOYMENT AGREEMENT MADE BY JIM FRANZ AND SECONDED BY NATE RUMSCHLAG. Approved 5-0.

OTHER MATTERS PRESENTED

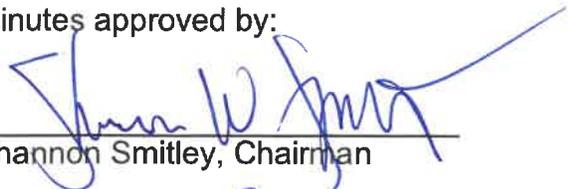
None

PUBLIC COMMENTS

None

MOTION TO ADJOURN BY SHANNON SMITLEY AND SECONDED BY NATE RUMSCHLAG. Approved 5-0

Minutes approved by:



Shannon Smitley, Chairman



Nate Rumschlag, Secretary

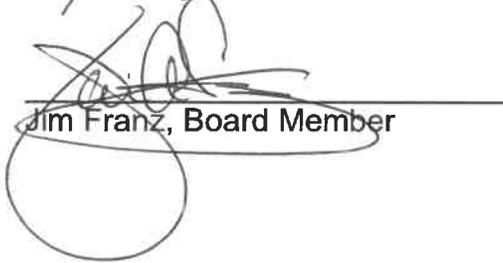
John Summers, Board Member



John Carroll, Board Member



Josh Zimmerman, Board Member



Jim Franz, Board Member