

**ACRSD Board**  
**Meeting Minutes**  
**April 11, 2024**

**The following persons were present:**

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

**The following persons were absent:**

John Summers Board Member  
Jane Kaverman, Billing and Accounting Clerk

**APPROVAL OF MINUTES**

MOTION TO APPROVE MINUTES MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 5-0.

**PUBLIC COMMENTS**

Dale Biebrich from the Pleasant Dale Church is present and requests the status on the rate ordinance. Mr. Biebrich has been informed that the amendatory rate ordinance with respect to Appendix A is up for adoption today with the intention that a church without a kitchen is one unit (edu), but a church with a kitchen will be 2 units (edu's).

**APPROVAL OF CLAIMS**

Payroll Claim Vouchers, Claims Vouchers and Bank Reconciliation previously emailed to Board. Amounts reviewed as follows:

FBB Operating Account	417,509.12
FBB Gold	28,931.23
BONY	0
BONY	215,615.90
Project 5	3,189,027.61

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

MOTION TO APPROVE PAYROLL CLAIMS IN THE SUM OF 12,267.03 MADE BY JIM FRANZ AND SECONDED BY JOSH ZIMMERMAN. Approved 5-0

MOTION TO APPROVED CLAIM VOUCHERS TOTALING 85,801.77 MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 5-0.

SRF Claims presented by Brooke Hindenlang.

- Project 3 – 10,902.62
- Project 4 – 108,063.49
- Project 5 – 568,647.00

MOTION TO APPROVE SRF CLAIMS MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 5-0.

### **DISTRICT SUPERINTENDENT REPORT**

Nathan Scherer presents the Superintendent's Report:

#### ***Project 4***

- Oakwood: Everyone is hooked up.
- Sunnybrook 5-6 properties are not hooked up.

#### ***Project 5***

- Magley: Everything has tested and been approved; waiting on AEP for electric, pumps and valves are installed, waiting to set control panel. Darrell Drake said AEP is the delay, but AEP said they are waiting on Underground. Darrell made a few calls today to get things moving. It sounds like there has been a miscommunication between Underground and the electrician. There was no work order. Ben Adams commented that Underground is going through an ownership transition.

Nathan Scherer reports that he has been receiving calls about the Notices to Connect that have been issued. Property owners are concerned about the 90 day notice – since weather is a problem. The District, via the billing system, has added the 75.00 to bills for those that haven't paid, not everyone is happy but once they explain the process it seems to help.

- Winchester: 5-7 properties have been connected.
- Clem's Lake South: The mainline is done, the intersection at 200 and 700 still needs done; separate valves will be put in. Everything on 300 and 600 is done; couple more panels to be put in, all grinders are in, traffic lights are working really well. They are moving along but still behind. Still pushing for an extension. Nathan Scherer told them it is the Board's decision.
  - John Carroll asked about the deadline. This project area is supposed to be done the end of May per Ben Adams. Ben thinks a decision should be made later as they are moving along.

- John Carroll asked if they have done any testing. They have tested on 700 per Ben. They are working today per Darrell.
- They are putting valves on their dime to section it off for testing.
- Nate Rumschlag mention about adding a standard requirement in due to the issues with the air releases in manholes.
- Jim Franz asks about how often have they been earlier or completed their work ahead of time.
- Ben Adams Is not able to answer, the job was bid in 2022, he works with each contractor regarding a start date.
- Discussion held by the Board regarding the request for Flemings to have an extension.

**100 W:** There are a few issues. Close to half of the main line is in, they are moving, but the rain is causing a delay. If there is good weather, it might be done in a week and a half. AEP can be in within a couple of weeks.

I&I issues: Piqua area's treatment went up; spent a rainy day looking at air releases. Barry Scherer replaced 2 air releases on the city line; 2 more are not done. All valves are completely corroded, many issues.

Per Nate Rumschlag, we need to find money in the budget to do smoke testing.

Another task will be to locate the manholes that are buried.

***Project 6:***

The District will be looking at 320 new connections per Ben Adams

Nathan Scherer believes that we will be focusing on 3 project areas (6-7-8) and two of those will be big areas

**ENGINEER'S REPORT**

Ben Adams provides his report to the Board.

Things are going pretty well, we are down to one project.

When Project 5 ends with a surplus budget, the District should lean towards getting more pumps.

**Project 6**

- PER was submitted Ben Adams , he will email this to the Board .
- The District will need to schedule a public hearing for SRF for the May meeting. There will also be 2 resolutions to adopt. The public hearing will need to be advertised 10 days in advance of the meeting.
- July 1 or shortly thereafter, the PPL will come out and show where we rank.

## **DISTRICT ATTORNEY REPORT**

Mark Burry addressed the Board as follows:

Mark reviewed the previously introduced Amendatory Rate Ordinance with the Board.

- One change has been made to classifications for churches – Amendment to Appendix A.
  - Church w/o kitchen is 1 unit
  - Church w full kitchen is 2 units
  - Church with day care is .06 (2 edu's plus .06)
- Based upon this amendment, Pleasant Dale will be billed for 2 EDUS.

**MOTION TO ADOPT ORDINANCE 2024-1 AMENDMENT TO APPENDIX A OF THE RATE ORDINANCE MADE BY NATE RUMSCHLAG AND SECONDED BY JOSH ZIMMERMAN. Approved 5-0.**

Mark Burry also reviews his draft in regards to the Interlocal Agreement for mutual aid between Adams County and Wells County.

- Lewis A. Brown, Wells County Superintendent, informs board that WCRSD will be hiring a part-time person. The Districts need to implement a schedule for reimbursement for training vs going to the other county and working.
- He also indicates that it would be the intention that ACRSD employees would use their own vehicle and equipment and this will need to be factored in.

Lewis also acknowledges his appreciation of the billing help that Wells County is receiving from ACRSD. The WCRSD Board would like to convert the ACRSD billing from an hourly rate to a per customer rate.

Nathan Scherer brings up an issue he has been experiencing with WCRSD. He gets calls that are meant for Lewis Brown and not billing calls.

- The Board suggests that the billing statement be updated for Wells County to try to get the phone # positioned differently so that Lewis Brown's number stands out.

Failure to connect issue:

- There is a future meeting scheduled to discuss the direction the District will take against property owners that haven't connected.

SRI Agreement for their services to process liens discussed.

**MOTION TO APPROVE MASTER SERVICE AGREEMENT WITH SRI BY JIM FRANZ AND SECONDED BY NATE RUMSCHLAG. Approved 5-0.**

Nathan Scherer addresses the Board regarding board member, John Summers not being able to attend the 1:00 p.m. meetings.

- The Board is not interested in changing the date and/or time of the monthly meetings, if John is not able to participate, he should resign and the Council will need to appoint a new member.

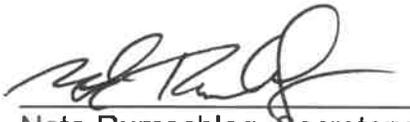
Nathan Scherer also advises that Deon Shoaf was recently appointed by the Commissioners to fill Richard Lambert's vacated position. Mr. Shoaf has not signed the appointment form yet, but Nathan has communicated with him and will be meeting with him in the near future.

**PUBLIC COMMENTS**

MOTION TO ADJOURN BY JAMES FRANZ AND SECONDED BY NATE RUMSCHLAG. APPROVED 5-0.

Minutes approved by:

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Shannon Smitley, Chairman



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Nate Rumschlag, Secretary



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Deon Shoaf, 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

