

ACRSD Board
Meeting Minutes
August 8, 2024

The following persons were present:

Shannon Smitley, Chairman
Nate Rumschlag, Secretary
John Carroll, Board Member
Josh Zimmerman, Board Member
Jim Franz, Board, Member
Deon Shoaf, Board Member
Nathan Scherer, Superintendent
Noah Brite, Field Technician
Jane Kaverman, Billing and Accounting Clerk
Mark Burry, Attorney
Brooke Hindenlang, Paralegal to Mark Burry

The following persons were absent:

John Summers, Board Member

APPROVAL OF MINUTES

MOTION TO APPROVE MINUTES MADE BY DEON SHOAF AND SECONDED BY JOHN CARROLL. Approved 6-0.

CUSTOMER QUESTIONS

David Bracy - 600 E, just past trailer park on the south side. Just past 400.

- He inquires if this area is going to be served.
- Nate Scherer responds area is projected but we are probably not getting funding through June of 2025. There is a possibility after 7/1/25 but we wouldn't be looking at construction until summer/fall of 2026 per Ben Adams.
- Mr. Bracy stated that they are 600 feet off the road and wants to know if they would have to hook up.
- Nathan Scherer responds no but if they have a failing system the health department would decide.
- Mr. Bracy wants to know what he would we have to pay for.
- Ben Adams said they would work with them.

Steven Adams - 300 East

- He received his bill, he isn't hooked up yet, wants to know why is he being billed.

- Nathan Scherer explains how we are allowed to charge the full rate once the Notice to Connect has been issued.
- It is all part of the financing per Mark Burry.
- Mr. Adams explains that he is the only one that lives there and he is on SS; he wants to know if he can get assistance or senior discount.
- Nate Scherer, Mark Burry and Brooke Hindenlang respond that the options include assistance with connection via the ACRSD website (rural development) and that the Washington Township Trustee may occasionally be able to help with the monthly bills.

Phil Eicher – Project 3 – Linn Grove Contract

- They want to remodel the church, most construction is on the inside; small overhang outside, parking lot is going to be paved, rest will be stone.
- Mark Burry has talked to David Baumgartner about this. A new legal description has been prepared correcting the original recorded easement. The new easement is ready to be signed and then we can record it. We need to release it first and we need motion for Shannon to sign the QC Deed releasing the easement.

MOTION MADE BY NATE RUMSCHLAG TO RELEASE THE EASEMENT AND RECORDED A NEW EASEMENT AND SECONDED BY JOSH ZIMMERMAN. Approved 6-0.

APPROVAL OF CLAIMS

Bank Reconciliation and Statements from First Bank of Berne reviewed by the Board

Claim Vouchers totaling \$72,202.70 and Payroll Vouchers of \$6978.87 presented.

SRF Claims in the sum of \$84,216.00 presented for Project 5:

Adams County Recorder	30.00
Underground	4,788
Miller Contracting	47,260
Fleming	9,319.00
Commonwealth	\$22,819.

MOTION TO APPROVE BANK RECONCILIATION MADE BY NATE RUMSCHLAG AND SECONDED BY JOHN CARROLL. Approved 6-0.

MOTION TO APPROVE PAYROLL CLAIMS OF \$6,978.87, CLAIM VOUCHERS OF \$72,202.70 AND SRF CLAIMS IN THE SUM OF \$84,216.00 MADE BY NATE RUMSCHLAG AND SECONDED BY JOHN CARROLL. Approved 6-0.

Ben Adams introduces 3 change orders:

- 2 credits from Miller's - #2 Magley for \$119,693 and #1 for \$60,616.70– final for credit.
- 1 change order from Flemings with a \$20,680.08 increase. This increase did gain the district 10 grinders.

Ben Adams explains that these are the final payouts. Project 5 is substantially completed.

MOTION TO APPROVE THE CHANGE ORDERS AS PRESENTED MADE BY JIM FRANZ AND SECONDED BY DEON SHOAF. Approved 6-0.

Mark Burry asked about the current insurance coverage and whether it includes Project 5. Nathan Scherer responds that he needs to go and update this information.

DISTRICT SUPERINTENDENT REPORT

Nathan Scherer updates the Board as follows:

Project 4 – The District sent out certified letters to all individuals that have not hooked up. Some hooked up but they never completed the inspection process. There are 6 that still need to connect.

The District also sent certified letters for low flow exemptions (a total of 5) and he did an inspection for one of them yesterday.

Suggestion made that the District needs to set a deadline for the property owners to respond to the letters.

Project 5– The Magley area has 2 or 3 to hook up, Winchester has 5-8; Clem's Lake South is moving along, a majority of 700 is done. 224 we are moving, just a couple on 600 and a couple on 300.

100 W – 1 hooked up.

- They have been doing lots of locates – maybe 36 for this week.
 -
- New Employee Request
 - Nathan S. fine tuned the description between he and Noah – he wants an on call person, someone to do locates, check grinders, shop inventory, ml flushing and air release maintenance.
 - John C. – would this be no benefits and a set rate.
 - Nathan S offers some suggestions –

- Ampstun billing information
 - Jane Kaverman updates the Board and requests permission to switch from the postcard to a full invoice via the Ampstun System. They offer this service for an additional fee but they take care of the envelopes, printing, postage and even supply a return envelope. She explains that currently many customers complain that they do not receive their postcard and/or it comes damaged. She further explains that Wells County has been using this system and it has worked very well.
 - Deon Shoaf thinks outsourcing is the way to go.

MOTION TO ADOPT AMPSTUN BILLING SERVICE AS PRESENTED MADE BY DEON SHOAF AND SECONDED BY JOHN CARROLL. Approved 6-0.

ENGINEER'S REPORT

Ben Adams presents his monthly report:

He does not have much to report.

- He indicates that we discussed district scoring at the last meeting.
 - PPL came out, he asked for the SRF scorecard, he thinks the scorecard has changed. We scored at 43. Wells County isn't high enough either. He was made aware by SRF that some of the folks at the top are not going to be able to comply. We are not getting money this year. We may be in a position to get money again in fiscal year 2025/2026. We Could move forward to get more shovel ready but no hurry. Discussion held.
- We may need to do a rate analysis in early 2025.

Ben Adams also recommends that we get with Decatur and get our agreement Amended.

DISTRICT ATTORNEY REPORT

Mark Burry has nothing to report.

OTHER MATTERS PRESENTED

New Employee issue addressed further.

- Nathan Scherer and Noah Brite have mentioned to the Bellmont FFA teacher that they might be interested in a student that might like this type of work on a part-time basis.

- Shannon Smitley suggested reaching out to a plumbing company that might have a service tech that would want to make extra money.
- John Carroll doesn't believe this position would necessarily be a technician.
- Nathan Scherrer refers to needing someone that could do trouble shooting.
- Nate Rumschlag suggests that the District seek an annual bid for certain repetitive work that is time consuming.
- Mark Burry believes a part-time person is the way to go.
- Eric Mann from the Decatur Daily Democrat will mention it in the article that we are seeking and part-time position and we will see what type of response we generate from that.

PUBLIC COMMENTS

None.

MOTION TO ADJOURN BY NATE RUMSCHLAG AND SECONDED BY JOHN CARROLL. APPROVED 6-0.

Minutes approved by:


Shannon Smitley, Chairman


Nate Rumschlag, Secretary

Deon Shoaf, Board Member


John Summers, Board Member


John Carroll, Board Member

Josh Zimmerman, Board Member



Jim Franz, Board Member