

ACRS Board
Meeting Minutes
November 14, 2024

The following persons were present:

Shannon Smitley, Chairman
Nate Rumschlag, Secretary
John Carroll, Board Member
Josh Zimmerman, Board Member
Jim Franz, Board Member
John Summers, 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

APPROVAL OF MINUTES

MOTION TO APPROVE MINUTES MADE BY JIM FRANZ AND SECONDED BY JOHN CARROLL. Approved 7-0.

CUSTOMER QUESTIONS

Dan Brotherton, 3434 N. Shady Lane, Decatur, IN 46733

- Prior to having roads repaved, he didn't have a problem with water in his drive, but there is now water running from N/S on East Shady Lane and he has a big pond of water in his drive. He wants to know how it will be fixed. He has videos of the water.

Nathan Scherer responds that he met with Flemings regarding this issue. He noted that prior to the paving, there was a sump pump next to the tree pumping water out during heavy rains.

Further discussion held between Mr. Brotherton and Nathan Scherer.

Shannon Smitley suggests that he get with Ben Adams and the Highway Department.

Nathan Rumschlag also believes the Highway Department should be involved as it is a county road.

Ben Adams advises that he will speak with Brad Yoder at the Highway Department and Nathan Scherer.

Nathan Scherer also reports that he has talked with Fleming's as there is cracking on Maple. Nathan sent some pictures to the HOA Board; it is still under warranty. He also got with Brad Yoder and told him to get with Joe as to what he wants done for repairs. There is some trench settling on Maple.

APPROVAL OF CLAIMS

October Claim Vouchers: \$72,525.56
October Payroll: \$12,149.32

September Claim Vouchers: \$82,634.96
September Payroll: \$12,127.06

MOTION TO APPROVE SEPTEMBER AND OCTOBER CLAIMS AS PRESENTED
MADE BY JIM FRANZ AND SECONDED BY JOHN SUMMERS. Approved 7-0.

Bank Reconciliation Presented:

October Bank Reconciliation
FBOB - \$533,250.77
FBOB - \$350,184.82 (Gold)
BONY - \$264,721.16
BONY - \$1,148,335.38 (project 5)

September Bank Reconciliation
FBOB - \$511,370.99
FBOB - \$334,160.14 (Gold)
BONY - \$242,795.52
BONY - \$1,175,761.56 (Project 5)

August Bank Reconciliation
FBOB - \$528,511.92
FBOB - \$318,216.31 (Gold)
BONY - \$220,940.38
BONY - \$1,253,532.07 (Project 5)

MOTION TO APPROVE AUGUST, SEPTEMBER & OCTOBER BANK
RECONCILIATIONS MADE BY JOHN CARROLL AND SECONDED BY DEON
SHOAF. Approved 7-0.

SRF Disbursements And Change Orders

Project 5

- Commonwealth \$21,877.92
- Fleming \$11,422.44 (retainage of \$601.18)

- Underground - \$78,142.83 (final release of retainage)

Project 3

- Fleming \$4,862.67 (retainage of 255.93)
- Fleming \$5,190.35 (Final release of retainage)

MOTION TO APPROVE SRF DISBURSEMENTS AS LISTED ABOVE MADE BY NATE RUMSCHLAG AND SECONDED BY DEON SHOAF. Approved 7-0.

Change Order #1 - presented by Ben Adams for 100 W- increase of \$4,689.90 (from \$99,117 to \$103,806.90).

MOTION TO CHANGE ORDER #1 MADE BY NATE RUMSCHLAG AND SECONDED BY JOHN SUMMERS. Approved 7-0.

DISTRICT SUPERINTENDENT REPORT

Nathan Scherer presents his report to the Board as follows:

Project 4

- All of Oakwood is hooked up.
 - They did smoke test resulting in letters being sent to 5 individuals. Nathan Scherer and Noah Brite will be going out to work with them. He feels there could be perimeter drains tied in. It will be the homeowner's responsibility to fix. Houses are spread out. (3 were on Shady, 1 on Beech); manhole leaking. Discussion held about downspout drains.
- Sunnybrook – There is 1 or 2 to hook-up; one property owner will have to redo all the wiring in their house, they contacted an electrician to rewire, just waiting. This particular property doesn't have enough power to connect at this point.

Project 5

- Winchester Road - 5 left to hookup. They had 2 locates this week; most are doing the work themselves.
- Magley has 24 left out of 42. Main contractors are starting to move out there.
- Clem's Lake South - 43 out of the 93 are done. Mark Burry will need to send a letter to a homeowner on 700 who never put a grinder in.

Other matters

- Smoke test planned out at Monmouth. Nathan Scherer and Noah Brite dug up all manholes, exposed; those were not bolted down, pretty easy to pop open with his hook. Nathan Scherer got with Chris Riptke and Ben Adams and they will be doing the smoke test for all of Roe Acres and Monmouth.

- Issue Noah Brite found - all of Project 1 areas (Monmouth, Pleasant Mills and Arcadia), have 12 total air releases, found another one that is broke, had to get the City out to empty it – it rotted off inside the threads, broke at the last one before it dumps into Arcadia. The District is going to need to replace every one of them. Nathan Scherer is hoping to get rebuild kits, but they are heavy. They will try to rebuild and put back in stock. They have been corroded out of the concrete.
- Suggestion made by the Board that the District add a sewer gas monitor on the list to buy with leftover money.
- Late fees matter discussed regarding a phone call from a current customer that complained to Jane. He was told he could discuss this at a Board meeting but he did not attend. Jane believes we are following statue and ordinance. He hasn't complained since.
- New Employee Request – Nathan Scherer that he does not believe it is necessary to have someone hired right now; there is more of a need in the summer months.
 - Shannon Smitley believes we should have a full time person but maybe we need to look at hiring someone more towards spring, after the budget is determined. Discussion held.
- Nate Rumschlag addresses the Board regarding Budget matters. The finance committee met, but they don't have the 2025 budget ready. They will plan to have one before the December meeting. They are wondering if they should look at a 3rd person to factor into the budget.
- The finance committee is also recommending we move forward with the Rate Study.
 - Jane Kaverman advises the Board that Baker Tilly will want to know what we look to spend for updates in the project areas.
- Discussion held regarding the 24% rate increase by the City of Decatur. It was decided that the City can only raise the rate 10% per year per our agreement with them.
 - Baker Tilly has provided an Engagement Letter Agreement related to services for a rate study.
 - The Board agrees that we need Baker Tilly to review current Rate Ordinance. It is really hard to read on the Matrix when comparing the City of Decatur Rate Study.
 - Nate Rumschlag's recommendation is to not to exceed 15K.

MOTION TO ENGAGE BAKER TILLY TO COMPLETE THE RATE STUDY BUT TO NOT EXCEED FIFTEEN THOUSAND FOR THE RATE STUDY MADE BY NATE RUMSCHLAG AND JIM FRANZ. Approved 7-0.

- Mark Burry reviews the scope of the rate study further with the Board.
- John Summers asks what the proposed increase for Berne will be.

- Ben Adams responds that it is 100%, but it is a true cost whereas Decatur's is not.
- Nathan Scherer also mentions that we did a buy-in for Berne.

ENGINEER'S REPORT

Ben Adams presents his report to the Board:

Future projects

- Presentation of formal Task Order/Engineering Fee Proposal presented by Ben Adams regarding 4 areas of Project 6 so the District could be more shovel ready in 2025.
- John Summers discusses how the Commissioners are working on a County plan. He would like to review the 4 areas on Project 6 and what their relationship is in the County plan.
 - Nathan Scherer advises that one area that was brought up was by the commissioners.
 - Nate Rumschlag would also like to discuss this further with the various county agencies that might need to be involved.
- Mark Burry believes we need to gauge this project to be around 2million.
 - Ben Adams explains that we were graded lower because we weren't shovel ready and our fees were too low.
- Mark Burry believes that the vision plan isn't going to be ready for a year, but believes the Board should come back at the December meeting to decide.
- John Summers wants to know where will we get pushback from.
 - Per Mark Burry - building/planning commission.
- Septic elimination is the way we get funding but if we start that, then it might promote building a new housing development.

DISTRICT ATTORNEY REPORT

Mark Burry presented information regarding the Rate Study under the District Superintendent Report.

Discussion held regarding the three committees and the members.

- *New Projects Committee* consists of Shannon Smitley, Josh Zimmerman and Jim Franz.
- *Policy/Personnel Committee* consists of Jim Franz, Shannon Smitley and John Carroll.
- *Finance Committee* consists of Nate Rumschlag, Deon Shoaf and John Summers.

PUBLIC COMMENTS

MOTION TO ADJOURN BY NATE RUMSCHLAG AND SECONDED BY JOHN SUMMERS. APPROVED 7-0.

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