

ACRSD Board
Meeting Minutes
March 13, 2025

The following persons were present:

Shannon Smitley, Chairman
Nate Rumschlag, Secretary
John Carroll, 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:

Josh Zimmerman, Board Member
John Summers Board Member

APPROVAL OF MINUTES

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

APPROVAL OF CLAIMS & BANK RECONCILIATION

Bank Reconciliation presented to the Board:

FBOB - \$538,180.04
FBOB (Gold) – \$368,745.66
BONY - \$248, 217.93
BONY (Project 5) - \$847,369.35

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

Payroll Claims Vouchers and Claim Vouchers presented.

Claim Vouchers: \$94,319.22
Payroll Vouchers: \$7,575.91

MOTION TO APPROVE CLAIMS IN THE SUM OF \$94,319.22 (Claims) and \$7,575.91 (Payroll) MADE BY DEON SHOAF AND SECONDED BY JOHN CARROLL. Approved 5-0.

DISTRICT SUPERINTENDENT REPORT

Nathan Scherer updates the Board as follows:

- New addition being proposed on 700 S.
 - Zane Martens of Marquis Builders addressed the Board explaining that the proposal is for a 14 lot subdivision on 700 South.
 - Each property owner will be required to pay the \$2,000.00 connection fee along with the \$75.00 inspection fee. There will be only 1 tap available per home.
 - Jim Franz asks about the pricing of the homes in this area.
 - They will be high end homes per Zane Martens
- Project 5
 - Nathan and Noah are continuing to make inspections
 - Winchester Road has 4 or 5 left
 - Clem's Lake South as 30 or so left (about 1/3)
 - Magley has about ½ done. All of 600 is done, grinders are done, but gravity connections need completed
- Noah Brite and Nathan Scherer are working on the refurbishing/fabrication of the grinders.
- They are seeing maintenance picking up, they have been called out almost every evening.
- 811 System: They have on average, 111 locates a month. Nathan Scherer would like to find out how much it would cost to have USIC do the locates. Recently, Noah had to walk a mile along 700 S it took about 1 hour of time. This takes away from working at Monmouth and pump replacement. Nathan also reports that when the pumps are empty, they are not going off and this in turn burns them up. He would like to compare the cost of USIC versus hiring a part-time/full-time employee.
- There are approximately 30-40 pumps that need switched over in the Monmouth area.
- They have smoke tested Roe Acres, but still need to run a camera.
- There is an issue in Oakwood with a catch basin, owner wants to know about adding a riser.
 - Board agrees that this is not something the District should help with.

ENGINEER'S REPORT

Ben Adams updates the Board as follows:

- SRF is asking if the District wishes to remain on the list for funding. There will be new requirements including a cyber security vulnerability assessment. There is a questionnaire that will need completed.
- Project 6: The TOPO is back on all 4 areas. They have started on the basic design.

- Regarding the Baker Tilly Study, some additional feedback is needed.

Other discussion items:

- Nathan Scherer reports that the Board needs to consider replacement for Jane Kaverman who will be leaving in July. She is not opposed to working part-time.
- Lewis Brown, Superintendent from Wells County, thanks Jane Kaverman for the work she is doing for Wells County as well.
- Jane Kaverman is trying to encourage customers to sign up for email billing.
 - Jane reports that 30% of the customers utilize automatic drafts, 50% pay by check, a small percent pay by cash and the remainder pay by credit card.

DISTRICT ATTORNEY REPORT

Mark S. Burry reviews the preliminary report from Baker Tilly.

Mark also notifies the Board that he will be looking into the cyber security coverage.

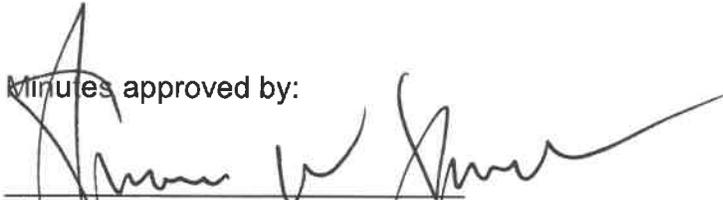
Brief discussion held regarding a letter received from an attorney representing Brent Arnold.

OTHER MATTERS PRESENTED

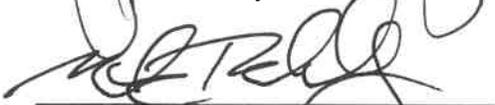
PUBLIC COMMENTS

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

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

