

**ACRS Board**  
**Meeting Minutes**  
**August 14, 2025**

**The following persons were present:**

Shannon Smitley, Chairman  
Nate Rumschlag, Secretary  
John Carroll, 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

**The following persons were absent:**

Josh Zimmerman, Board Member

**APPROVAL OF MINUTES**

MOTION TO APPROVE MINUTES MADE BY Deon Shoaf AND SECONDED BY John Summers. Approved 6-0.

**APPROVAL OF CLAIMS**

***Payroll Vouchers***

7,195.94

***Vouchers***

171,484.54 FBOB

46,550.00 Gold

103,694.50 BONY

Discussion held regarding the vouchers presented.

**Bank Reconciliation**

***July Claims Vouchers***

\$171,044.95

**Account Reconciliation (June)**

FBOB: 588,797.44

FBOB Gold: 376,316.13

BONY: 335,504.69

BONY P5: 859,003.50

### **Account Reconciliation (July)**

FBOB: 586,198.62

FBOB Gold: 345,866.80

BONY: 253,887.28

BONY P5: 656,814.09

MOTION TO APPROVE BANK RECONCILIATION FOR JUNE IN THE SUM OF MADE BY NATE RUMSCHLAG AND SECONDED BY DEON SHOAF. Approved 5-1.

\*John Summers stepped out and did not vote.

They will come back to the July reconciliation.

### **DISTRICT SUPERINTENDENT REPORT**

Nathan Scherer presents to the Board:

Nathan Scherer and Jane Kaverman have discussed her departure which will occur about December 6, 2025. They would like to have a new person start at the first of December. Nathan asked that Shannon Greene attend the meeting to address moving forward.

Discussion held regarding the rate study and how this will impact our budget along with the potential for the District to receive funding for Project 6.

If we receive notice of an award the District will need to advertise at the beginning of October.

Discussion held regarding Project 6 and what will happen if we do not get funding or not enough funding.

Discussion held regarding the rate increase.

Nathan Rumschlag asks about current budget and if we have money to pay an overlap for Jane's position.

Shannon Greene addresses board regarding Jane's position and the timeline she believes the district should follow.

Jane believes that the budget shows that we are under the budgeted amount for payroll and there should be funds.

Discussion held regarding the budget with Deon Shoaf's input.

Personnel committee will meet before the next meeting and bring that to the Board at the September 11, 2025 meeting.

Project 5 updates:

Clem's Lake South – There are a couple of contractors working on connecting, but the contractors are busy with other jobs. There are a couple of property owners that have not connected and have not communicated who their contractor is. Nathan Scherer wants to know what he should be doing.

Discussion held; Board recommends that Nathan send notices to those individuals giving them a short period of time to contact the District.

Roughly 20 haven't connected and of that number, 6 or 7 have a contractor. This is the Magley and Clem's Lake South area.

The Preble customer working with USDA finally received her funding from them (Project 3).

A company did meet with Jane, Nathan and Noah regarding funding. They can give out loans and assist homeowners with connecting. Discussion held regarding this option and other options.

Jane Kaverman mentions the Adams County Community Foundation.

Discussion held regarding number of customers that are refusing to connect.

Items that have arrived so far utilizing the remaining SRF money:

- Vac Trailer has arrived. They have used it one time so far.
- 20 pumps have come in.
- Flatbed trailer has come in

The city spent a day cleaning it out and they have been able to store the vac trailer inside.

Working on issues with grinder pumps.

Arcadia is back up and running.

Emergency locates have picked up.

Nathan Scherer has been working with Deon on some of the paperwork. Budgeting and other items.

Mark Burry has a few questions about the treatment numbers. Nathan Scherer advises that they have been looking into issues.

Nathan Scherer has a question regarding the new City rates. Nathan Scherer refers to the ordinance regarding the annual increases. Mark Burry will need to discuss this with them.

## **ENGINEER'S REPORT**

Ben Adams presents to the Board as follows:

Met with Baker Tilly last week. Hoping to hear something in the next few weeks regarding funding for Project 6.

He also met with the new projects committee. They went over all three of the projects in detail and made some changes.

Also went out to Monmouth to review the area.

They are in position to request Bids.

They still have some easement/land acquisitions to do.

The spend down plan is completely done. All items we were going to buy have been bought.

Per Nathan Scherer, we are setting really good.

### **DISTRICT ATTORNEY REPORT**

Mark Burry presents to the Board as follows:

- Meetings have occurred with Baker Tilly, Ben Adams and SRF. The plan is to open bids 10/2/25. The timeline has been laid out. Also includes Randy Rompola (bond counsel). Hopefully we will find something out prior to next meeting. Bond ordinance and rate ordinance will need to be introduced. Notice to be published regarding public hearing.
- Ben Adams thinks we will introduce new rates in October after receiving new bids, then something in November.
- No action to take today.

MOTION FOR THE RATE STUDY TO BE MADE A MATTER OF RECORD AND TO PUT THE RATE STUDY AND REPORT UP FOR PUBLIC VIEWING MADE BY NATE RUMSCHLAG AND JOHN SUMMERS. Approved 6-0.

The plan will be to introduce the rate ordinance in October, have a public hearing in November, then possibly adopt it at that time. The rate increase will be in December or January (based on question by Deon Shoaf).

Ben Adams brings up the notice to of exemption that will need to be issued out.

MOTION TO APPROVE THE PROJECT NOTICE AND EXEMPTION RIGHTS BEING SENT OUT MADE BY SHANNON SMITLEY AND JOHN SUMMERS. Approved 6-0

Discussion held about the locations of planned project areas.

### **OTHER MATTERS PRESENTED**

Board reviews the July vouchers/claims

FBOB: 586,198.62

FBOB Gold: 325,866.80

BONY: 253,877.28

BONY5: 656,814.09

**Payroll Vouchers 7,195.94**

**Claim Vouchers paid out**

FBOB: 117,431.07

Gold: 46,550.00

BONY: 103,694.50

MOTION TO ACCEPT CLAIM VOUCHERS IN THE SUM OF AND PAYROLL VOUCHERS MADE BY DEON SHOAF AND SECONDED BY JOHN CARROLL.

Approved 6-0

Jim Franz asks if insurance has been updated to reflect our new purchases.

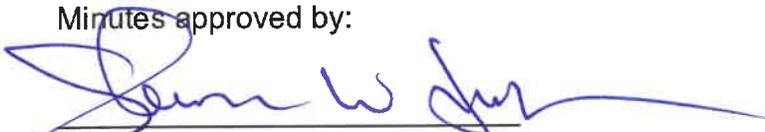
Nathan Scherer is working on this. He notes that he has not received the new titles yet so he is experiencing some delays.

**PUBLIC COMMENTS**

MOTION TO ADJOURN BY JOHN CARROLL AND SECONDED BY JIM FRANZ.

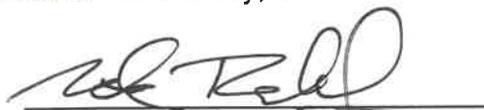
APPROVED 6-0.

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

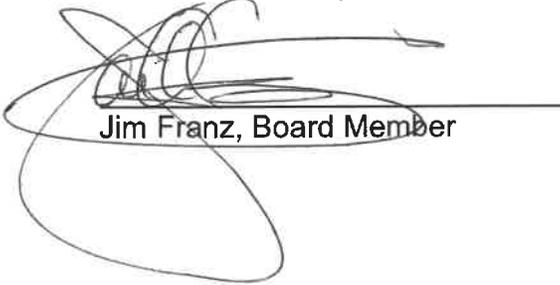


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John Carroll, Board Member

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Josh Zimmerman, Board Member



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Jim Franz, Board Member