

ALLEN COUNTY REGIONAL WATER AND SEWER DISTRICT

BOARD OF TRUSTEES MEETING\*March 27, 2019

Citizen's Square, 200 East Berry Street, Room 035, Garden Level @ 12:00 p.m.

## MINUTES

### CALL TO ORDER:

Mr. Zehr, President, called the meeting to order at 12:04 pm

### ATTENDANCE:

- Absent: Jim Orr. Board Members present were: President: Ric Zehr, Vice-President MJ Klinker, Treasurer: Justin Brugger, Ex-Officio: Gary Chapple (Late Arrival), Matthew Wirtz, Kevin McDermit and Tim Roy. ACRWSD Staff: Executive Director: Jeff Morris, Office Administrator: Erika Beachem, Field Service Manager: Scott Lee. Support Staff: District Engineer: Ben Adams of Commonwealth Engineers, Inc. and Vince Heiny of Carson LLP. There were 05 visitors: Nathan Baggett and DeWayne Nodine of FWCU, Phyllis Morken of 5811 Leesburg Road, Steve and Judy Miller of 4814 N. Webster Road.

### APPROVAL OF MINUTES:

- Mr. Roy made a motion to approve the February 27<sup>th</sup>, 2019 Board Minutes as distributed and reviewed. Mr. Klinker seconded the motion. **All ayes cast.**

### TREASURER'S REPORT

- Mr. Brugger reviewed the March 2019 bills to be paid and bank balances summary. Mr. Klinker motioned to approve and Mr. McDermit seconded the motion. **All ayes cast.**

### APPROVAL OF PAYMENT TABS

Mr. Adams reviewed and recommended the Board approve Commonwealth Engineers Inc., Invoices totaling \$40,475.52. Payment Tabs totaling: \$737,888.78 from API Construction Corp., S&S Directional and Rothenberger Company, Inc. FTW Reimbursement Claims totaling: \$212,621.21 from: Thieneman Construction Inc., and Underground Contractors Inc. Mr. Brugger made a motion to approve the total claims to be paid. Mr. Klinker seconded the motion. **All ayes cast.**

### APPROVAL OF PAYMENT TABS

#### **Invoices**

- Invoice 43502-43511 Commonwealth Engineers, Hoagland Regionalization – Construction Engineering Services \$ 40,475.52  
\$ 40,475.52

#### **Payment Tabs**

- Payment Tab #01 – API Construction Corp., Lafayette Center- Branstrator- Indianapolis Rd \$ 157,449.63
- Payment Tab #02 – S&S Directional Pumps & Force Main – Project 1 \$ 162,385.65
- Payment Tab #03 – Thieneman Construction, Inc. Hoagland Regionalization & Marion Center-Monroeville \$ 60,175.20
- Payment Tab #03 – Underground Contractors, Inc. Village of Maples – Felt Place – Aljean Drive \$ 357,878.30  
\$ 737,888.78

#### **FTW Reimbursement Claims**

- Payment Tab #03 – Thieneman Construction, Inc. Hoagland Regionalization & Marion Center-Monroeville \$ 44,530.00
- Payment Tab #04 – Rothenberger Company, Inc., Contract "B" Grinder Pumps & Force Main – Project 2 \$ 168,091.21  
\$ 212,621.21

**Total Claims: \$ 990,985.51**

### EXECUTIVE DIRECTOR REPORT: Reported by Mr. Morris – Board Recommendation

- Materiality and Internal Control Training Packet
- Barnes SGVH2022GL Grinder Motor Purchase

Mr. Morris presented to the Board a Materiality and Internal Control Training Packet and requested that they sign to state that they have read and understood it. Mr. Morris also made a request to purchase six additional Barnes SGVH2022GL grinder motors (\$1800/each) to resupply inventory. Mr. Wirtz made a motion to approve the purchase of the six Barnes SGVH2022GL grinder motors. Mr. McDermit seconded the motion. **All ayes cast.**

MAINTENANCE REPORT: Reported by Mr. Baggett – No Board Recommendation

COMMITTEE REPORTS AND RECOMMENDATIONS:

**Finance Committee:** Reported by Mr. Brugger – No Board Recommendation

**Personnel Committee:** Reported by Mr. Brugger – No Board Recommendation

- Mr. Brugger requested time to review the Materiality and Internal Control training standards and procedures required by the IC 5-11-1-27(g)(2) statute.

**New Development Committee:** Reported by Mr. Klinker – No Board Recommendation

**Infrastructure Management Committee:** Reported by Mr. Wirtz – Board Recommendation

- Notice of Award: Hoagland Road Lift Station Number 2 Project

Mr. Wirtz made a motion to move forward with the Notice of Award to Crosby Construction for \$93,000.00 contingent upon verifying funding. Mr. Klinker seconded the motion. **All ayes cast.**

PUBLIC COMMENTS:

At 12:23 pm Mr. Zehr opened the floor for public comments.

- Mrs. Morken of 5811 Leesburg Road had questions for the Board regarding capital charges. Mr. Klinker agreed to meet with Mrs. Morken after the board meeting to further discuss.

Mr. Roy recommended the Board provide a public resolution statement as a follow up to rate payer questions.

- Mr. Morris agreed to include a follow up resolution statement next month in his Executive Director Report.

PROJECT UPDATES: Reported by Mr. Adams – No Board Recommendation

- 2016-2017 (2018 CONSTRUCTION)

OLD BUSINESS: **None.**

NEW BUSINESS: **None.**

ADJOURNMENT:

**Mr. Zehr made a motion to adjourn the meeting. Mr. McDermit seconded the motion. All ayes cast. The meeting was adjourned at 12:36 pm.**

Respectfully submitted,

Erika Beachem, District Office Administrator

  
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Jim Orr, Secretary

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