

ALLEN COUNTY REGIONAL WATER AND SEWER DISTRICT

BOARD OF TRUSTEES MEETING*August 26, 2020

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 12:00 pm

ATTENDANCE:

- Absent: Dave Myers and Tom Rotering. Board Members present were President: Ric Zehr, Vice-President: Kevin McDermit, Treasurer: Justin Brugger, Secretary: Tim Roy, Trustee: Matthew Wirtz, Ex-Officio: Gary Chapple. ACRWSD Staff: Administrative Operations Manager: Erika Beachem, Field Operations Manager: Scott Lee. Support Staff: District Engineer: Ben Adams, Commonwealth Engineers, Inc., Andy Boxberger of Carson LLP. There were 03 visitors: Nathan Baggett of FWCU, Steve Miller and Judy Miller of 4814 N. Webster Road.

APPROVAL OF MINUTES:

- Mr. Brugger made a motion to approve the July 22nd Board Minutes as distributed and reviewed. Mr. Roy seconded the motion. **All ayes cast and one abstained.**

TREASURER'S REPORT

- Ms. Beachem reviewed the August 2020 bills to be paid; bank balances summary. Mr. Brugger made a motion to approve and Mr. Roy seconded the motion. **All Ayes Cast.**

APPROVAL OF PAYMENT TABS

Mr. Adams reviewed and recommended the Board approve Commonwealth Engineers Inc., **Invoices totaling \$2,521.12** . Mr. Roy made a motion to approve the claims to be paid. Mr. McDermit seconded the motion. **All ayes cast.**

• Invoices 47010	Commonwealth Engineers, Hoagland Regionalization – Construction Engineering Services	1,661.31
• Invoices 47244	Commonwealth Engineers, Hoagland Regionalization – Construction Engineering Services	<u>859.81</u>
	Total Invoices: \$	2,521.12

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

COMMITTEE REPORTS AND RECOMMENDATIONS:

Administrative Operations Committee: Reported by Ms. Beachem – Committee Activity Report/No Board Recommendation

Field Operations Committee: Report by Mr. Lee – Committee Activity Report/No Board Recommendation

PUBLIC COMMENTS:

At 12:32 pm Mr. Zehr opened the floor for public comments.

- No public comments.

PROJECT UPDATES: No Project Update Report/No Board Recommendation

- Hoagland Regionalization

OLD BUSINESS:

- Operations and Maintenance Inter-local Agreement- Shared Services (Renewal Review)

Mr. Zehr reviewed the Shared Service renewal contract dates with the Board. The Executive Committee is looking for an outside consultant to review/compare current services.

- Flow Meter Upgrade

Legal advised the Board of the District's responsibility towards the cost of upgrading the flow meters. Mr. McDermit made a motion to approve the flow meter upgrades for Arcola, Canyon Run, Mayhew, Riverhaven and the Southern Service Area. Mr. Wirtz seconded the motion. All Ayes Cast.

- District Organizational Chart

The Board reviewed and adopted the District Organizational Chart as distributed and reviewed. Mr. McDermit made a motion to approve and Mr. Roy seconded the motion. All ayes cast.

NEW BUSINESS:

- **Change Order:** Straeffer Pump & Supply, Inc. (increase) \$3,314.00

The Board reviewed and approved change order increase for Straeffer Pump & Supply as distributed and reviewed. Mr. Roy made a motion to approve and Mr. McDermit seconded the motion. All ayes cast.

ADJOURNMENT:

Mr. Wirtz made a motion to adjourn the meeting. Mr. Brugger seconded the motion. All ayes cast. The meeting was adjourned at 12:38 pm.



Tim Roy, Secretary

Respectfully submitted,

Erika Beachem, District Office Administrator

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