

ALLEN COUNTY REGIONAL WATER AND SEWER DISTRICT

BOARD OF TRUSTEES MEETING*September 23, 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 12:02 pm

ATTENDANCE:

Board Members present were President: Ric Zehr, Vice-President: Kevin McDermit, Treasurer: Justin Brugger, Secretary: Tim Roy, Trustee: Matthew Wirtz, Tom Rotering, Dave Myers and 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 02 visitors: Nathan Baggett of FWCU and Jon Niemeyer of Niemeyer Builders, Inc.

APPROVAL OF MINUTES:

- Mr. Roy made a motion to approve the August 26th Board Minutes as distributed and reviewed. Mr. McDermit seconded the motion. **All ayes cast.**

TREASURER'S REPORT

- Ms. Beachem reviewed the September 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 \$2,130.43.** Mr. Roy made a motion to approve the claims to be paid. Mr. McDermit seconded the motion. **All ayes cast.**

- Invoices 47244 & 47446 Commonwealth Engineers, Hoagland Regionalization – Construction Engineering Services

2,130.43

Total Invoices: \$ 2,130.43

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 12:09 pm Mr. Zehr opened the floor for public comments.

- Mr. Niemeyer presented (2) handouts to the Board. Mr. Niemeyer first presented his invoice totaling \$2,391.58 for the additional sewer tap upgrades, for two lateral taps.
- Mr. Niemeyer also reviewed with the Board a copy of a Certificate of Survey for parcel number 02-18-29-326-005.000-051 and has asked the Board to supply a grinder pump station, at no cost to the property owner, who is willing to connect their home to sewer.
- The Field Operations Committee agreed to follow up with Mr. Niemeyer by the October 28th Board Meeting.

PROJECT UPDATES: No Project Update Report/No Board Recommendation

- Hoagland Regionalization

OLD BUSINESS:

- Sewer Non-Connects (2016-2018 Projects)

Board reviewed with legal the list of sewer non-connects. Legal recommended introducing and amending the Rate Ordinance to adopt a new penalty schedule. The Board also discussed waiving \$95 of the \$100 penalty fine through November 30th, 2020 and send notification letters to the customers who have not connected their property to sewer.

Mr. McDermit made a motion to waive \$95 of the \$100 penalty fine through November 30th. Mr. Roy seconded the motion.

All ayes cast.

- Daseler: Electrical Usage Reimbursement Request GCC-C Service Area

Mr. McDermit reviewed with the Board the reimbursement claim made for \$264.25 on May 15, 2020 by Mr. Daseler at 1441 Glacier Ridge, for increased energy usage due to faulty equipment in his grinder station.

Mr. McDermit made a motion to approve the reimbursement claim for \$264.25, for the increased energy usage. Mr. Myers seconded the motion. **All ayes cast.**

NEW BUSINESS:

- Memorandum of Contribution
- BakerTilly Rate Study Engagement Agreement
- Escrow Agreement

Mr. Boxberger reviewed with the Board the Memorandum of Contribution from the Board of Commissioners. Mr. Boxberger advised that the Commissioners would like to commit to a contribution, in order to buy down a certain amount of the District's debt. Mr. Boxberger also recommended for Mr. Zehr to sign an Escrow Agreement allowing legal to make non-material changes, pending legal approval to release the escrow.

Mr. Wirtz made a motion approving the Memorandum of Contribution; the BakerTilly Rate Study Engagement Agreement with a not-to-exceed amount of \$18k and for Mr. Zehr to sign an Escrow Agreement allowing legal to make non-material changes, pending legal approval to release the escrow. Mr. McDermit seconded the motion. **All ayes cast.**

- Quinlado Subdivision

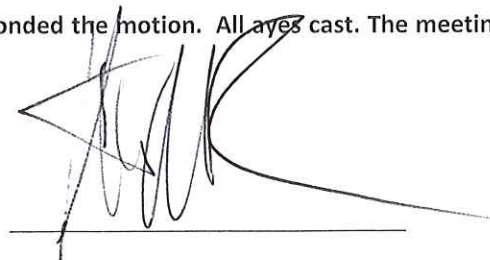
Mr. Adams presented the Board with a copy of the Primary Plat for the 33-lots being built in the Quinlado Subdivision on Yellow River Road. Mr. Adams also shared he had met with MLS Engineering and learned that their timeline to get secondary approval is November/December.

ADJOURNMENT:

Mr. Roy made a motion to adjourn the meeting. Mr. McDermit seconded the motion. All ayes cast. The meeting was adjourned at 12:55 pm.

Respectfully submitted,

Erika Beachem, District Office Administrator



Tim Roy, Secretary