

ALLEN COUNTY REGIONAL WATER AND SEWER DISTRICT

BOARD OF TRUSTEES MEETING*October 28, 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 12:03 pm

ATTENDANCE:

- Absent: Tom Rotering and Dave Myers. Board Members present were President: Ric Zehr, Vice-President: Kevin McDermit, Treasurer: Justin Brugger, Secretary: Tim Roy, Trustee: Matthew Wirtz 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 04 visitors: Nathan Baggett of FWCU, Steve and Judy Miller of 4814 N. Webster Road, Jon Niemeyer of Niemeyer Builders, Inc.

APPROVAL OF MINUTES:

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

TREASURER'S REPORT

- Ms. Beachem reviewed the October 2020 bills to be paid; bank balances summary. Mr. Brugger made a motion 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 \$302.45.** Mr. Wirtz made a motion to approve the claims to be paid. Mr. Roy seconded the motion. **All ayes cast.**

- Invoices 47674 Commonwealth Engineers, Hoagland Regionalization – Construction Engineering Services 302.45
Total Invoices: \$ 302.45

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/ Board Recommendation

- Niemeyer Builders, Inc. Invoice for \$2,391.58 (Sewer Tap Upgrades)

Mr. McDermit informed the Board of the Committees recommendation not to reimburse Mr. Niemeyer for the sewer tap upgrades invoiced to the District for \$2,391.58. The Committee agreed that the two tap upgrades were not required and would have required prior approval from the District.

- Niemeyer Builders, Inc. Grinder Pump Station Request for a Lateral Sewer Connection (Taylor Street)

Mr. McDermit al also reviewed with the Board the Committee's approval to allow for a two-into-one grinder pump station sewer connection. The Committee requested for a copy of the signed easement between the two property owners. The Committee also agreed to waive the property owner's non-connect penalty fees for another 30-days.

Mr. Roy made a motion to approve the 30-day non-connect penalty fees for the property located at 12909 Taylor Street. Mr. Wirtz seconded the motion. All ayes cast.

PUBLIC COMMENTS:

At 12:26 pm Mr. Zehr opened the floor for public comments.

- Mr. Niemeyer commented on the Board's decision to deny his reimbursement claim for the sewer tap upgrades he installed totaling \$2,391.58.

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 \$90 of the \$100 penalty fines starting December 1st through December 31st, for the customers who have not connected their property to sewer.

Mr. McDermit made a motion to waive \$90 of the \$100 penalty fine through December 31st. Mr. Roy seconded the motion.
All ayes cast.

- Memorandum of Contribution
- BakerTilly Rate Study Engagement Agreement


Mr. Zehr provided the Board with an update on the BakerTilly Rate Study and the Commissioner's Memorandum of Contribution. Mr. Boxberger advised went over the expected timeline to adopt new rates for 2021.

ADJOURNMENT:

Mr. Wirtz made a motion to adjourn the meeting. Mr. Roy seconded the motion. All ayes cast. The meeting was adjourned at 12:31 pm.

Respectfully submitted,

Erika Beachem, District Office Administrator

DocuSigned by:

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Tim Roy, Secretary

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