

ALLEN COUNTY REGIONAL WATER AND SEWER DISTRICT

BOARD OF TRUSTEES MEETING*January 27, 2021

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

MINUTES

OATH OF OFFICE

- Mr. Zehr and Mr. Wirtz were both sworn in.

CALL TO ORDER:

Mr. Zehr, President, called the meeting to order at 12:01 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 and Field Operations Manager: Scott Lee. Support Staff: District Engineer: Ben Adams, Commonwealth Engineers, Inc., Andy Boxberger of Carson LLP. There were 07 visitors: Nathan Baggett and DeWayne Nodine of FWCU, Jeff Rowe of Baker Tilly, Ken Weiss of 17024 Coldwater Road, Bob Kiefer, Ascension Lutheran Church, Steve and Judy Miller of 4814 N. Webster Road.

SLATE OF OFFICERS FOR 2021:

- Mr. Wirtz made a motion to keep the same officers as in 2020. Mr. Brugger seconded the motion. All ayes cast.

FORMATION OF COMMITTEES:

- Mr. Wirtz made a motion to keep the same formation of committees as in 2020. Mr. Brugger seconded the motion. All ayes cast.

APPROVAL OF MINUTES:

- Mr. McDermit made a motion to approve the December 16th Board Minutes as distributed and reviewed. Mr. Roy seconded the motion. All ayes cast.

TREASURER'S REPORT

- Ms. Beachem reviewed the January 2021 bills to be paid; bank balances summary. Mr. Roy made a motion to approve and Mr. Brugger seconded the motion. All ayes cast.

APPROVAL OF PAYMENT TABS

- Invoices 48226 Commonwealth Engineers, Hoagland Regionalization – Construction Engineering Services 956.86
Total Invoices: \$ 956.86

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

COMMITTEE REPORTS AND RECOMMENDATIONS:

Field Operations Committee: Reported by Mr. Lee – Committee Activity Report/ Board Recommendations

Mr. Lee reviewed with the Board the cost to replace both pumps at the Hessen Cassel Benzinger lift station.

- Hessen Cassel Benzinger Lift Station – Upgrade Request to Replace both Pumps

Mr. Roy made a motion to approve the upgrade request to replace both pumps with a not-to-exceed \$34,930. Mr. Wirtz seconded the motion. All ayes cast.

Administrative Operations Committee: Reported by Ms. Beachem – Committee Activity Report/ Board Recommendation

- Sewer Non-Connects (2016-2018 Projects)

Ms. Beachem reviewed with the Board the list of sewer non-connects and discussed waiving \$80 of the \$100 penalty fines starting February 1st through February 28th, for the customers who have not connected their property to sewer.

Mr. Roy made a motion to waive \$80 of the \$100 penalty fine through February 28th. Mr. Brugger seconded the motion.

PUBLIC COMMENTS:

At 12:14 pm Mr. Zehr opened the floor for public comments.

- **Canyon Run Extended Project Options**

Mr. Weiss of 17024 Coldwater Road addressed the Board about future project plans for Canyon Run extended. The Board agreed to have the Field Operations Committee follow up with Mr. Weiss.

- **Rate Adjustment Request (Ascension Lutheran Church & School)**

Mr. Kiefer reviewed with the Board the petition from Ascension Lutheran Church & School to have their rates adjusted. The Board agreed to follow up with Mr. Kiefer's request at the February Board meeting.

- **Platter Parkway Rate Payer Group (S. Miller)**

Mr. Miller of 4814 N. Webster Road presented a copy of his January 5th letter to the Board requesting a copy the Baker Tilly Rate Study and the Commissioner's Memorandum of Contribution. The Board advised Mr. Miller that this information would be made available first quarter of 2021.

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

- Hoagland Regionalization

OLD BUSINESS:

- Sewer Non-Connects (2016-2018 Projects)
- Restoration Complaint: 6207 Monroeville Road (Marcoux)

NEW BUSINESS:

- BakerTilly Rate Study
- Commissioner's Memorandum of Contribution (Amendment)
- Escrow Agreement

Mr. Rowe reviewed with the Board the Baker Tilly Rate Study and Mr. Boxberger provided an update on the Commissioner's Memorandum of Contribution (Amendment) and Escrow Agreement.

- 2021 Renewal Contract

Mr. McDermit made a motion to approve Commonwealth renewal contract not-to-exceed \$24,000. Mr. Wirtz seconded the motion. All ayes cast.

Mr. McDermit made a motion to approve Carson LLP \$225 per hour flat rate for legal services. Mr. Myers seconded the motion. All ayes cast.

ADJOURNMENT:

Mr. Roy made a motion to adjourn the meeting. Mr. Myers seconded the motion. All ayes cast. The meeting was adjourned at 1:02 pm. All ayes cast.

Respectfully submitted,

Erika Beachem, District Office Administrator



Tim Roy, Secretary

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