

## MINUTES

### CALL TO ORDER

Mr. Zehr, President, called the Board meeting to order at 12:01 pm.

### ATTENDANCE

- Board Members present were President: Ric Zehr, Secretary/Treasurer: Justin Brugger, Trustee: Matthew Wirtz, Trustee: Tom Rotering, and Ex-Officio: Gary Chapple. ACRWSD Staff: Field Operations Manager: Scott Lee and Interim Office Managers: Judy Gleason and Ashley Faurote. Support Staff: Andy Boxberger of Carson LLP, Ben Adams of Commonwealth Engineers, Inc. There were 03 visitors: Devan Filchak of The Journal Gazette and Steve and Judy Miller of 4814 N. Webster Road (Platter Parkway).

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

### COMMITTEE ACTIVITY REPORT AND RECOMMENDATIONS:

#### **Field Operations Committee: Reported by Mr. Lee – Committee Activity Report**

Ms. Faurote, Mr. Wirtz, and Mr. Zehr spoke to the request from property owners at Garman and Amstutz to be released from the District. The Field Committee recommended to not release the property owners, but rather ask the homeowners to consider doing the project in partnership with the ACRWSD and becoming ACRWSD customers. Under this scenario, the project would still use the same Leo-Cedarville sewer connection point and Leo would bill ACRWSD for sewer service. Leo-Cedarville would need to approve this connection point and agree to accepting the flow and sending it to Fort Wayne City Utilities for treatment. The Board agreed to go with this approach first. No vote was taken to release the property owners. Administrative staff will reach back out to the requestor to inform them of the Board's decision.

### APPROVAL OF MINUTES

- Mr. Brugger made a motion to approve the February 23<sup>d</sup> Board Minutes as distributed and reviewed. Mr. Wirtz seconded the motion. **All ayes cast.**

### TREASURER'S REPORT:

- Ms. Gleason reviewed the March 2022 bills to be paid and bank balances summary. Mr. Brugger made a motion to approve, and Mr. Wirtz seconded the motion. **All ayes cast.**

### COMMITTEE ACTIVITY REPORT AND RECOMMENDATIONS:

#### **Administrative Operations Committee: Reported by Ms. Faurote – Committee Activity Report/ No Board Recommendation**

### OLD BUSINESS:

### NEW BUSINESS:

- Credit Card Policy

Ms. Faurote and Mr. Zehr reviewed the changes to be made to the policy which included updating the authority of the policy to the Board of Trustees, that the Office Manager should be notified if a credit card is lost and increasing the credit card limit to \$2,500. Mr. Brugger made a motion to approve, and Mr. Rotering seconded the motion. **All ayes cast.**

- Baker Tilly Agreement

Mr. Brugger reviewed the agreement saying it was for assistance with reconciliation of fixed assets to what is provided by the District's Engineer. Mr. Brugger indicated that it was not to exceed \$15,000. Mr. Boxberger stated that he did not see that language in the agreement. Mr. Brugger responded that Baker Tilly had agreed to the limit in email correspondence. Mr. Boxberger indicated that he would like the limit documented in the contract. Mr. Brugger moved to amend the agreement to incorporate a not to exceed amount of \$15,000 and to approve the agreement. Mr. Wirtz seconded the motion. **All ayes cast.**

COMMENTS FROM THE BOARD:

PUBLIC COMMENTS

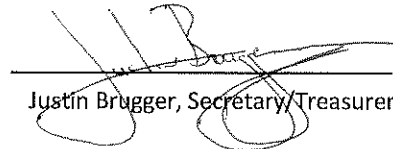
At 12:20 pm Mr. Zehr opened the floor for public comments.

- Mr. Steve Miller, 4814 N. Webster Road, addressed the Board regarding the status of the acquisition of the Allen County Regional Water & Sewer District by the Fort Wayne City Utilities and how customers that pre-paid would be handled.

ADJOURNMENT:

Mr. Brugger made a motion to adjourn the meeting. Mr. Wirtz seconded the motion. All eyes cast. The meeting was adjourned at 12:23 pm.

Respectfully submitted,  
Ashley Faurote, Interim Office Manager



Justin Brugger, Secretary/Treasurer

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