

NPCD BOARD OF DIRECTORS MINUTES

MEETING MINUTES

TUESDAY MAY 27, 2025 6:30 PM-8:30 PM

Chair	Gary Brumbaugh		
Attendees	BOB STUTZMAN Diane Clerk/Secretary Robin Loucks	Brad Smith Eric Cender Rod Waldron	Dave Hollenbeck KENNY JONES JR
Absent	DAN FOX Karl Cender	DONN NEFF Thomas B. Astbury	JASON NICHOLS

► OPEN MEETING

Gary Brumbaugh

- Chairman Brumbaugh opened the meeting at 6:30 pm

► WELCOME CITIZENS IN ATTENDANCE

Gary Brumbaugh

- WELCOMED BRAD SMITH

► JPR - NPCD ENGINEER

KENNY JONES JR

► REVIEW LIFT STATION PROJECT

KENNY JONES JR

- APPROVE THE REDUCTION OF CHANGE ORDER FOR \$2,750.00

CARRIED

Moved by Robin Loucks, Seconded by BOB STUTZMAN

- JPR CONTACTED BY NIPSCO'S ENGINEER. NW SIDE OF SR 15 AND CR 142. NIPSCO SENDING INFO TO JPR ON NPCD BEHALF.
- BOB THOUGHT THE DENTIST PURCHASED ADDITIONAL LAND FROM BROOKINS. IF THE LITTLE STATION NEEDING ENLARGEMENT IT WOULD BE THE PROPERTY OWNERS LIABILITY.
- JPR HAS RECEIVED 2 NEW HOOKUPS.

► NPCD ATTORNEY

Dave Hollenbeck

- REVIEW APRIL 22, 2025 BOARD MINUTES REVIEW. DAVE STATED THE MINUTES ARE IN COMPLIANCE.
- DAVE AND GARY SPOKE AND CHERI WAS TO HAVE EMAILED CUSTOMER LETTER. WHAT DAVE WILL DO TOMORROW IS TO HAVE CHERI EMAIL IT TO THE ENTIRE BOARD. ADOPTION IF APPROVED BY BOARD AT THE JUNE MEETING.
- ELKHART COUNTY ATTORNEY IS ASKING THAT THE CHURCH REAPPLY SO THAT THEY HAVE A NEW APPLICATION TO WORK OFF OF. CONFIDENT THE AUDITOR UNDERSTANDS HER PART ON WHAT SHE NEEDS TO DO.
- INDIANA STATE LEGISLATURE - PROPERTY VALUES ACCESSED BY ELKHART COUNTY ASSESSORS OFFICE IN AUGUST. HOPEFULLY NEXT MONTH EITHER ERIC OR DAVE WILL HAVE THE BUDGET REFORMS THAT MAY AFFECT THE DISTRICT.
- ERIC STATED THAT HE HAS RECEIVED INFORMATION; NEW CONSERVANCY DISTRICT'S DATED 2024 AND NEWER; IT DOESN'T LOOK LIKE IT WILL AFFECT THE DISTRICT. ERIC HAS NOT READ THE COMPLETE BILL YET; THEY WILL ADVISE ONCE THEY HAVE GONE THROUGH IT. THE BILL IS 350 PAGES. THE ONLY PART OF THE LAW REFERENCES NEW CONSERVANCY DISTRICTS.

► CENDER & CO. - NPCD CPA

Karl Cender

- APRIL BANK RECONCILLIAITON NO ISSUES NOTED. ALL OUTSTANDING ITEMS WERE POSTED.
- ERIC WENT THROUGH THE BALANCE & INCOME SHEET.

- ▶ CASH BALANCE IS LOWER; THE LIFT STATION IS BEING CHARGED TO CONSTRUCTION IN PROGRESS. THE INVOICE IS NOT SHOWING AS AN EXPENSE. WHICH IS THE WAY IT SHOULD BE DONE ACCORDING TO THE ISBOA.
- ▶ EVERYTHING LOOKS GOOD FROM HIS STAND POINT.
- ▶ SENATE BILL ONE HE ALREADY REVIEWED ABOVE.
- ▶ THE BOARD WOULD LIKE TO KNOW IF THE MONTHLY RATES SHOULD BE INCREASED; WITH THE CHANGES IN THE PROPERTY TAX BILL. IF THE BOARD WOULD LIKE HIM TO PROCEED WITH THE INVESTIGATION AND GET WITH TOM WITH ASTBURY TO SEE IF THERE IS ANY LARGE PROJECTS THAT THE DISTRICT NEEDS TO BUDGET FOR FUTURE EXPENSES.

▶ **PRESIDENT OF THE BOARD OF FINANCE**

Robin Loucks, BOB STUTZMAN

- ▶ PRESIDENT BOARD FINANCE REPORT

CARRIED

Moved by Rod Waldron, Seconded by Gary Brumbaugh

- ▶ APRIL BANK TRACING - NO EXCEPTIONS FOUND

- ▶ **REVIEW AND OR APPROVE APRIL 22, 2025 AS CORRECTED BOARD MINUTES**

All

- ▶ **IN LAST MONTHS BOARD MINUTES; THE AMENDMENT TO THE MOTION MADE IN THE MARCH 25 BOD MTG; IT WAS FOR WEED INC TO CLEAN OUT THE LIFT STATIONS. NOT THE REED BEDS AS TYPED.**

All

- ▶ APPROVE AS CORRECTED.

CARRIED

Moved by Rod Waldron, Seconded by BOB STUTZMAN

▶ **ASTBURY WASTER TECHNOLOGIES GROUP - PLANT OPERATIONS - TOM ASTBURY**

All

- ▶ ASTBURY WATER TECHNOLOGIES GROUP - PLANT OPERATIONS REPORT APPROVED AS PRESENTED.

CARRIED

Moved by BOB STUTZMAN, Seconded by Rod Waldron

- ▶ PORTABLE SHOWER IDEM REQUIREMENT. GARY STATED THAT THE DISTRICT WOULD BE PURCHASING.
- ▶ FERRIC CHLORIDE ORDER. LOOKED AT TWO DIFFERENT QUOTES. THE DISTRICT WILL BE ORDERING THE FERRIC CHLORIDE.
- ▶ GARY ASKED TOM ABOUT THE CORD FROM L & M ELECTRIC. OUR PORTABLE GENERATOR IS NOT ABLE TO BE USED; IT APPEARS WE HAVE THE INCORRECT CORD AND WERE BILLED BY ASTBURY FOR THIS PLUG. GARY TALKED TO L&M AND OUR LIFT STATIONS ARE DIFFERENT VOLTAGE. GARY HAS A COPY OF THE QUOTE PROVIDED BY L & M. GARY ASKED TOM TO LOOK INTO AN APRIL INVOICE FROM ASTBURY THAT WE PAID FOR AND IT IS NOT USABLE.
- ▶ TOM ASKED IF THE BOARD HAD ANY QUESTIONS TO EMAIL HIM.
- ▶ ROBIN ASKED IF MEANDERING MEADOWS CALL OUTS WERE BEFORE OR AFTER THE LIFT STATION WALK THROUGH? TOM STATED HE WOULD FOLLOW UP WITH THAT.
- ▶ THE QUOTE FROM L&M NEEDS TO BE ANSWERED NO LATER THAN THURSDAY. IF GENERATOR IS NOT READY TO GO, GARY STATED THAT HE WOULD GO TO L&M.
- ▶ WE DID NOT GET TO THE UNITED BLOWER UPDATE.

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

- ▶ FINANCIAL CLERK/SECRETARY REPORT APPROVED AS PRESENTED.

CARRIED

Moved by **BOB STUTZMAN**, Seconded by **Rod Waldron**

- ▶ GARY HAD A QUESTION ON THE REGISTER OF CLAIMS THAT WAS ALREADY ADDRESSED ON THE GENERATOR PLUG.

- ▶ REGISTER OF CLAIMS AS PRESENTED

CARRIED

Moved by **Robin Loucks**, Seconded by **Gary Brumbaugh**

- ▶ AR REPORT
▶ AR FUNDS RECEIVED
▶ AR PAST DUES
▶ CERTIFIED LIENS

▶ **UNFINISHED BUSINESS**

Gary Brumbaugh

- ▶ GATE OPENER - GARY STATED TO REMOVE THIS FROM THE LIST.
▶ THE COVERING OVER THE FERRIC CHLORIDE TANKS - BOB WANTED TO KNOW IF THERE WAS A BUDGET FOR THIS PROPERTY. HE DOES NOT WANT TO BUILD SOMETHING THAT WILL HAVE TO BE REPLACED IN TWO YEARS. BOB GAVE US ROUGH ESTIMATE ORIGINAL OF \$5K NOW WERE LOOKING AT DOUBLE THAT COSTS. LINING THE INSIDE TO TRY TO KEEP IT FROM EROSION.

▶ **NEW BUSINESS**

Gary Brumbaugh

- ▶ NEW LAPTOP - ROBIN; HAS PERMISSION TO USE HIS BEST JUDGEMENT IN PURCHASING A LAPTOP.

CARRIED

Moved by **BOB STUTZMAN**, Seconded by **Gary Brumbaugh**

▶ **ADJOURNMENT**

Gary Brumbaugh

- ▶ MOTION WAS MADE TO ADJOURNMENT 8:00PM

CARRIED

Moved by **Rod Waldron**, Seconded by **BOB STUTZMAN**

▶

Gary Brumbaugh

- ▶ PLEASE SIGN BELOW YOUR NAME.

▶

Gary Brumbaugh

▶

▶

Rod Waldron

▶



Robin Loucks



BOB STUTZMAN



DONN NEFF



▶ **ATTESTED BY:**

Diane Clerk/Secretary

