

TUESDAY SEP 24, 2024 6:35 PM-9:05 PM

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

▶ OPEN MEETING

Gary Brumbaugh

- ▶ Chairman Brumbaugh opened the meeting at 6:33 pm

▶ WELCOME CITIZENS IN ATTENDANCE

Gary Brumbaugh

- ▶ Chairman welcomed Brad Smith citizens in attendance.

▶ JPR - NPCD ENGINEER

KENNY JONES JR

- ▶ TRANSFERRED SEVERAL FILES TO THE AUDITOR'S OFFICE TO PLACE THE DISTRICT BOUNDARIES AND DISTRICT BREAK DOWN INTO THE ELKHART COUNTY GIS WEBSITE. THEY WANTED THE BREAK DOWN OF THE DISTRICT'S ON THE FILE.

▶ REVIEW LIFT STATION PROJECT

KENNY JONES JR

- ▶ EVERYTHING IS STILL ON SCHEDULE TO BEGIN THIS FALL.
- ▶ THE CONTRACTORS ARE ANTICIPATING ON BEGINNING IN NOVEMBER 2024. DONN STATED THAT THE TIME HAS NOW BEEN MOVED TO DECEMBER OF 2024. DONN TALKED TO SELGE; AND THERE IS A BIG HOLD UP ON ACQUIRING THE ELECTRICAL PANELS.
- ▶ THE INFORMATION WAS AS A COURTESY TO SEND TO DONN AND GARY AND THE PLANT OPERATIONS. KENNY HAS NOT FOLLOWED UP; DONN STATED HE DID NOT RECEIVE ANYTHING YET. KENNY SAID HE WOULD FOLLOW UP ON IT.
- ▶ THE HOOK UP FEES WERE DISCUSSED. NPCD IS ONLY CHARGING \$150 PER HOOK UP AND JPR'S FEES ARE \$325.00. DIANE BROUGHT THIS UP TO THE BOARD'S ATTENTION. WHEN JPR INITIALLY TOOK OVER THEY SAID COULD DO THE INSPECTIONS FOR OUR \$150.00 FEE. SINCE THEN WE HAVE BEEN INVOICED \$325.00 PER HOOK UP. ROBIN STATED THAT THE BOARD MAY NEED TO TAKE ACTION ON THIS.
- ▶ REPAVING ON SR 15; JPR HAS NOT HEARD OF ANYTHING FURTHER. ROBIN STATED THAT IT WOULD BE THE STATE'S RESPONSIBILITY TO CONTACT US. KENNY STATED HE WOULD SEND THE LADY AN EMAIL FOLLOWING UP ON HER PRIOR EMAIL.

▶ NPCD ATTORNEY

Dave Hollenbeck

- ▶ REVIEW AUGUST 27, 2024 BOARD MINUTES OF THE PROPOSED 2025 BUDGET; REVIEW minutes and find them in compliance with the state board of accounts compliance.
- ▶ REVIEW AUGUST 27, 2024 BOARD MINUTES REVIEW minutes and find them in compliance with the state board of accounts compliance.
- ▶ DIANE FORWARDED TO DAVE A COURT SUMMONS IN REGARDS TO FORECLOSING ON A PROPERTY. UPDATE FROM HOLLENBECK; THE ONLY DEVELOPMENT THE BANK FILED THAT THE RESIDENCE IS VACANT. SINCE THE DOERING'S WALKED AWAY FROM THE BANK; THIS IS ONE THAT WE WOULD SEE SOME MONEY BACK. THEY WILL CONTINUE TO MONITOR. TO MAKE SURE THE FINANCIAL INTERESTS OF THE DISTRICT'S.

- ▶ DAVE WENT OVER THE TWO BOARD OPENINGS IN THE DISTRICT. DISTRICT IV AND V ARE UP FOR ELECTION. THE PETITIONS WILL BE AVAILABLE TO PICK UP NOVEMBER 1ST AND MUST BE RETURNED BACK TO THE DISTRICT'S OFFICE BY NOVEMBER 30TH 11:59 PM DEADLINE. IF THE INCUMBENTS ARE NOT INCLINED TO RUN; THEN THE REMAINING MEMBER'S OF THE BOARD IS RESPONSIBLE OF FINDING REPRESENTATION FOR THE DISTRICT'S LEFT OPEN.
- ▶ UPDATES WITH 811 DIGGING PROGRAM - DAVE IS PUTTING A MEMO TOGETHER AND WILL SEND IT ONCE COMPLETED.

▶ **CENDER & CO. - NPCD CPA**

Karl Cender

- ▶ AUGUST FINANCIALS ALOT OF CAPITAL SPENDING; A NEW BLOWER AND THE PURCHASE OF THE TANKS. BY THE END OF THE YEAR ITEMS WILL BE RECLASSIFIED ON THE BALANCE SHEET.
- ▶ AUGUST BANK RECONCILLIAITON NO ISSUES
- ▶ SIGNATURE RECONCILIATIONS NEEDED FOR JUNE, JULY & AUGUST
- ▶ NEXT STEPS ON THE BUDGET; THE BUDGET WAS ADOPTED; SINCE DIANE OBTAINED SIGNATURE'S TONIGHT WE WILL UPLOAD THE SIGNATURE SHEET ALONG WITH OTHER REQUIRED DOCUMENTS. WITHIN FIVE DAYS.
- ▶ IT IS ERIC'S OPINION THAT THE SBOA WILL APPROVE THE 2025 BUDGET AS PRESENTED.
- ▶ THEN A 1782 NOTICE WILL BE SENT; AND A SIGNATURE WILL NEED TO BE DONE WITHIN 10 DAYS. IF SOMETHING LOOKS INCORRECT; CENDER WILL RESPOND ON THE DISTRICT'S INTERESTS.

▶ **INSURANCE TRUSTEES - TODD KIDDER**

All

- ▶ TODD WENT OVER THE INSURANCE COVERAGE PROPOSAL FOR 2024 - 2025.
- ▶ ON THE SOLAR PANELS - THE INSURANCE COSTS NEED TO BE RAISED TO \$300K
- ▶ THE PREMIUM BREAK DOWN IS A 9% INCREASE; PROPERTY HAS INCREASED.
- ▶ MOTION TO ACCEPT THE INSURANCE RATES AS PRESENTED.

CARRIED

Moved by Gary Brumbaugh, Seconded by DONN NEFF

▶ **PRESIDENT OF THE BOARD OF FINANCE**

Robin Loucks

- ▶ PRESIDENT BOARD FINANCE REPORT

CARRIED

Moved by Rod Waldron, Seconded by DONN NEFF

- ▶ AUGUST BANK TRACING - NO EXCEPTIONS FOUND
- ▶ ROBIN WENT OVER THE INVESTMENTS. ROBIN HAS DONE AN EXCELLENT JOB FOR THE DISTRICT.

▶ **REVIEW AND OR APPROVE AUGUST 27, 2024 PUBLIC HEARING ON THE 2025 PROPOSED BUDGET MINUTES**

Gary Brumbaugh

- ▶ MOTION TO APPROVE THE PUBLIC HEARING ON THE PROPOSED 2025 BUDGET.

CARRIED

Moved by BOB STUTZMAN, Seconded by Rod Waldron

▶ **REVIEW AND OR APPROVE AUGUST 27, 2024 BOARD MINUTES**

Gary Brumbaugh

- ▶ TOM HAS TO GO TO ANNIVERSARY MEETING JOSH WILL BE TAKING OVER. THE 4K QUESTION ON THE LIFT STATION WAS IN REGARDS TO THE SLATS. APPROVED WITH ABOVE CORRECTIONS.

CARRIED

Moved by Rod Waldron, Seconded by BOB STUTZMAN

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

All

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

CARRIED

Moved by Robin Loucks, Seconded by Rod Waldron

- ▶ DECEMBER IS THE NEW DATE FOR THE LIFT STATION REHABS. ROBIN WILL FORWARD TO TOM THE BREAK DOWN OF THE SCHEDULE FOR THE LIFT STATION PROJECT.

- ▶ WORLD MISSIONARY LIFT STATION. \$4,496 TO REPAIR THE HOLES IN THE LIFT STATION. POLY GROUT TO PATCH THE HOLES UNTIL THE REHAB CAN BE DONE. PROPOSED BY MASON ENGINEERING.

CARRIED

Moved by Rod Waldron, Seconded by Robin Loucks

- ▶ NEEDING A SHIPMENT OF FERRIC CHLORIDE; BRENNTAG LOWEST QUOTE FOR \$13,772.00 PLUS \$399.00 DELIVERY FEE.

CARRIED

Moved by DONN NEFF, Seconded by Rod Waldron

- ▶ WEED SEPTIC CLEAN LIFT STATIONS AT A COST OF \$4,500.00. GARY WOULD LIKE A BREAK DOWN OF WHAT LIFT STATIONS THAT WE ARE CLEANING. MOTION TO CLEAN MAJOR LIFT STATIONS.

CARRIED

Moved by BOB STUTZMAN, Seconded by Robin Loucks

- ▶ HASKINS QUOTE ON BLOWER INSTALLATIONS IS \$17,331.44. BLOWERS JUST DELIVERED. DONN ASKED IF NOT REPLACED RIGHT AWAY WOULD IT CAUSE AN ISSUE WITH THE OPERATIONS. QUOTE INCLUDES 2 BLOWER INSTALLATIONS. DONN REQUESTED WE OBTAIN A DATE FROM HASKINS.

CARRIED

Moved by Robin Loucks, Seconded by DONN NEFF

- ▶ ASTBURY HIRED TWO LOCATORS TO HANDLE THE LOCATES AND GARY NOTICED THAT THEIR WERE 811 FLAGS AT BETTERWAY AND NONE FROM NPCD. JOSH WILL LOOK INTO.
- ▶ GARY TOLD ASTBURY THAT WE DO NOT WANT TO BE A STORAGE FACILITY; AND THERE IS CARD BOARD UP NEXT TO THE SPACE BOARD HEATER.
- ▶ OLD LOGGER; DONN WANTED TO KNOW WHERE IT WAS; IT IS IN HEADWORKS RIGHT NOW. THE LOGGER IS PROPERTY OF THE DISTRICT.

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

- ▶ FINANCIAL CLERK/SECRETARY REPORT APPROVED AS PRESENTED.

CARRIED

Moved by DONN NEFF, Seconded by BOB STUTZMAN

- ▶ REGISTER OF CLAIMS AS PRESENTED

CARRIED

Moved by Robin Loucks, Seconded by DONN NEFF

- ▶ AR REPORT

- ▶ AR FUNDS RECEIVED
- ▶ AR PAST DUES
- ▶ CERTIFIED LIENS
- ▶ CUSTOMER ISSUES ROBIN & DONN WOULD PREFER THAT IF A CUSTOMER HAS ISSUES IN THE FUTURE TO HAVE THEM ATTEND THE BOARD MEETING.

▶ MOTION WAS MADE NOT TO APPROVE THE DISCHARGE OF THE RETURNED CHECK CHARGE.

CARRIED

Moved by Gary Brumbaugh, Seconded by DONN NEFF

▶ ROBIN REQUESTED THE INSPECTION FEE BE TABLED TO ASK FOR DAVE'S INPUT. DONN WANTS A BREAK DOWN OF THE CHARGES FROM JPR. INCLUDE THE INSPECTION'S ON COMMERCIAL.

▶ **UNFINISHED BUSINESS**

Gary Brumbaugh

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- ▶ HOOKS FOR BOUYS
 - ▶ LIFE SAVING HOOK
 - ▶ BUILDING AND PLT DRAWINGS FOR EMERGENCIES TO POST
 - ▶ SAFETY COURSE FOR ADM
 - ▶ ROOF OVER TANKS CONSENSUS OF THE BOARD WAS TO PROCEED FORWARD. GARY WANTS BOB INVOLVED.
 - ▶ BOB SAID 13' X 20' STRUCTURE WITH A 3' SIDEWALL, MAN DOOR TO THE WEST. MATERIALS ONLY AND ANY ELECTRICAL LIGHTING WITH 2'X4 ' WALL \$5,500 IN MATERIAL ONLY. NO DECISION TONIGHT.
 - ▶ INSURANCE TRUSTEE CLAIM CANNOT BE CLOSED UNTIL WE RECEIVE THE COSTS OF THE TANKS REMOVAL.

▶ **NEW BUSINESS**

Gary Brumbaugh

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- ▶ ROD WANTED TO KNOW ABOUT SOLAR. GARY SAID THEY WERE SUPPOSED TO BE HERE TONIGHT. GARY HAS ALSO CALLED TELAMON ON WHERE OUR REBATE WAS.
 - ▶ ROBIN REQUESTED REFERENCES FROM TOM MILLER; AS OF TONIGHT HAS NOT RECEIVED ANYTHING.

▶ **ADJOURNMENT**

Gary Brumbaugh

▶ MOTION WAS MADE TO ADJOURNMENT 8:20 PM

CARRIED

Moved by BOB STUTZMAN, Seconded by Rod Waldron

▶
Gary Brumbaugh

▶ PLEASE SIGN BELOW YOUR NAME.

▶
Gary Brumbaugh

▶
▶
Rod Waldron



Robin Loucks



BOB STUTZMAN



DONN NEFF



▶ ATTESTED BY:

Diane Clerk/Secretary

