

TUESDAY FEB 27, 2024 6:40 PM-9:10 PM

Chair Gary Brumbaugh
Attendees Bob Stutzman
Dave Hollenbeck
Eric Cender
Robin Loucks

BOB STUTZMAN
Diane Clerk/Secretary
Karl Cender
Rod Waldron

Brad Smith
DONN NEFF
KENNY JONES JR
Thomas B. Astbury

▶ OPEN MEETING

Gary Brumbaugh

▶ THE MEETING WAS CALLED TO ORDER AT 6:39 PM

▶ WELCOME CITIZENS IN ATTENDANCE

Gary Brumbaugh

▶ GARY WELCOMED CITIZEN BRAD SMITH IN ATTENDANCE.

▶ NPCD ATTORNEY

Dave Hollenbeck

- ▶ MINUTES OF THE JANUARY 23, 2023 NPCD BOARD MEETING IN COMPLIANCE? HE HAS READ THE MINUTES AND THEY ARE IN COMPLIANCE.
- ▶ FENCE STATUS. GOOD NEWS TO THE CLIENT. THROUGH CONCERTED EFFORT; WE WILL NOT HAVE TO INSTALL A FENCE AT A COST OF \$35K; THAT WILL REDUCE THE COST OF THE PROJECT. CHAIRMAN SIGNED THE CHANGE ORDER FOR DIANE TO SEND BACK ALL PARTIES INVOLVED.
- ▶ INSTALLATION OF SOLAR RAYS WE WILL HAVE AN ADDITIONAL \$5K IN SAVINGS.
- ▶ DAVE SAID PROJECT ON SCHEDULE AND UNDER BUDGET. IN FEBRUARY THE WEATHER HAS BEEN COOPERATING. THE CONTRACTOR WILL BE OUT HERE TO INSTALL. MATERIALS ARE HERE AND THEY HAVE THE EQUIPMENT HERE AND READY TO DIG FOR THE POSTS.
- ▶ CUSTOMER SERVICE TRAINING HAS ABANDONED THIS REQUEST AS HE HAS FOUND NOTHING THAT WOULD BE A FIT FOR THE DISTRICT.

▶ CENDER & CO. - NPCD CPA

Karl Cender

- ▶ JANUARY FINANCIALS REPORTING ON JANUARY 2024
- ▶ JANUARY BANK REC RECONCILED WITH NO ISSUES
- ▶ INSURANCE PROCEEDS OF \$78K
- ▶ SOLAR ENERGY INVOICE WAS RECORDED IN DECEMBER; BUT DID NOT CLEAR THE BANK UNTIL JANUARY OF 2024.
- ▶ ALL OTHER COLLECTIONS AND BILLS WERE IN ALIGNMENT.
- ▶ CENDER CONTRACTOR FOR 2024; \$5.00 PER HOUR INCREASE FOR ERIC'S SERVICES; NOTHING ELSE HAS CHANGED.
- ▶ SDAR REPORT STATUS - DRAFT GATEWAY FINANCIALS REPORT. DUE TO BE PUT IN THE SBS PORTAL THAT WAS DUE BY THE LAST DAY OF THE MONTH. SAME INFORMATION THEY PRESENT EVERY MONTH TO THE BOARD; BUT THIS REPORT IS ACCESSIBLE TO THE TAXPAYERS OF THE DISTRICT.
- ▶ CAPITAL ASSETS WHICH IS REQUIRED TO BE REPORTED TO THE STATE. \$8.4 MILLION IN ASSETS; AND THE \$218,000 DEPRECIATION IS REFLECTED THERE. THE SBOA IS SCHEDULED TO COME IN EVERY THREE YEARS; WHICH WOULD BE 2025. THIS IS ONE OF THE REPORTS THAT THEY WILL LOOK AT.
- ▶ ROBIN MADE A MOTION TO APPROVE CONTRACT WITH CENDER DALTON.

CARRIED

Moved by Robin Loucks, Seconded by Rod Waldron

▶ **JPR - NPCD ENGINEER**

KENNY JONES JR

- ▶ 18521 FALCONS COURT ASKED FOR A COPY OF DOCS FROM MILLER SILVER; KENNY RECEIVED EMAIL. DIANE STATED FALCONS COURT NOT SET UP FOR THAT PARTICULAR STREET YET. KENNY WILL FORWARD ME ANY INFORMATION.
- ▶ PUMP STATION IMPROVEMENT PROJECT; IT IS OUT FOR BIDS; ON MARCH 10TH AT 10 AM THEY WILL BE HOLDING THE MEETING AT THE ADMINISTRATION BUILDING.
- ▶ IDEM SENT NPCD A LETTER ACKNOWLEDGING THE SANITARY SEWER CONSTRUCTION PERMIT
- ▶ JOSH WANTED A COPY OF THE PERMIT FROM IDEM. AS OF END OF LAST YEAR; JPR DATA NETWORK IS NOW VIRTUAL. IF ONE OF ENGINEER'S IN FIELD; THEY CAN SAVE PHOTO'S ON THE CUSTOMER'S FILE. GIVES ABILITY TO ACCESS FILES AND FOLDERS TO ANYONE JPR CHOOSES. MAKING NOTE THAT ACCESS IS SENT TO JOSH TODAY OR TOMORROW AND MAKE SURE USER FRIENDLY; THEN SEND ACCESS TO AT LEAST ALL OF THE BOARD MEMBERS. WE WILL ONLY HAVE READ ONLY ACCESS FOR NOW.
- ▶ GOAL HERE IS TO GET THE PROGRAM UP AND AVAILABLE TO THE PUBLIC. JULY. DIANE HAD A QUESTION REGARDING PAYING FOR DIGITALLY MAPPING THAT THE DISTRICT IS PAYING FOR NOT HAVING TANGIBLE PRODUCT IN THE DISTRICT'S POSSESSION.
- ▶ THE BIDS WILL BE RECEIVED PRIOR TO THE MARCH BOARD MEETING. THEY WILL BE OPEN AT THE MARCH BOARD MEETING. OR WE CAN HOLD A SPECIAL MEETING. CHAIRMAN STATED WILL REWARD CONTRACT AT APRIL BOARD MEETING.

▶ **PRESIDENT OF THE BOARD OF FINANCE**

Robin Loucks

▶ JANUARY FINANCE REPORT

- ▶ TO APPROVE THE NPCD BOARD OF FINANCE REPORT AS PRESENTED.

CARRIED

Moved by Rod Waldron, Seconded by DONN NEFF

- ▶ PLEASE REFER TO THE PRESIDENT OF THE BOARD OF FINANCE REPORT ATTACHED
- ▶ DEPOSIT TRACING
- ▶ INTERRA FINANCES ROBIN REVIEWED THE ACCOUNT BALANCES.

▶ **REVIEW AND OR APPROVE JANUARY 23, 2023 BOARD MINUTES - REMINDER
BOB STUTZMAN UNABLE TO SIGN**

All

- ▶ CHAIRMAN BRUMBAUGH AND ROBIN WERE PRESENT AT THE PUBLIC ZONING AND BOB WAS NOT PRESENT. SELECTIVE INSURANCE CHECK SHOULD HAVE BEEN \$72,000.00 NOT MILLION. WEED COMPLETED LIFT STATION CLEANINGS AND GREASE BUILD UP ISSUES BOARD MAY WANT TO REVIEW THE ORDINANCES.

CARRIED

Moved by Bob Stutzman, Seconded by Rod Waldron

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

Josh Koontz

- ▶ OPERATIONS REPORT FOR FEBRUARY APPROVED FOUR TO ONE WITH ROBIN LOUCKS ABSTAINING.

CARRIED

Moved by DONN NEFF, Seconded by Rod Waldron

- ▶ SMART CABINETRY UPDATE - JOSH HAS NOT RECEIVED THE INFORMATION NEEDED FOR IDEM. THE REPORT IS DUE APRIL 1ST. SMART NEEDS TO COMPLY WITH OUR INSPECTION. CHAIRMAN SAID THAT HE WOULD BE TALKING WITH JOSH. TERRY SAUER IS THE CONTACT AT SMART CABINETRY.

- ▶ MATT WANTS TO BE HERE WHEN THE FERRIC CHLORIDE IS DELIVERED. JOSH NOT INVOLVED IN FERRIC PROJECT. IF JOSH WANTS TO ORDER BRENNETAG; CHAIRMAN ASKED JOSH TO COORDINATE WITH MATT. DONN ASKED TO INFORM HIM STILL HAS SIX INCHES OF WATER IN TANK. MATT WITH AMERICAN PUMP.

- ▶ PAINTING AND THE SANDBLASTING IS SCHEDULED FOR MARCH 28TH. FOR THE SECOND CLARIFYER.

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

- ▶ FINANCIAL CLERK SECRETARY REPORT

- ▶ APPROVED AS SUBMITTED.

CARRIED

Moved by Robin Loucks, Seconded by Bob Stutzman

- ▶ REGISTER OF CLAIMS

- ▶ MOTION TO APPROVE REGISTER OF CLAIMS AS PRESENTED.

CARRIED

Moved by DONN NEFF, Seconded by BOB STUTZMAN

- ▶ VOUCHER REGISTER
- ▶ A/R RECEIPTS
- ▶ PAST DUE REVIEW
- ▶ CERTIFIED LIENS
- ▶ CUSTOMER ISSUES - NEW PARIS POST OFFICE; CHANGE TO THE LANDOWNER'S NAME.

▶ **UNFINISHED BUSINESS**

Gary Brumbaugh

▶ **NEW BUSINESS**

Gary Brumbaugh

- ▶ MARCH 7TH PRE BID MEETING ALL INVITED.

▶ **ADJOURNMENT**

Gary Brumbaugh

- ▶ MOTION TO ADJOURN AT 7:58 P.M.

CARRIED

Moved by Rod Waldron, Seconded by DONN NEFF

Remarked by Gary Brumbaugh



Remarked by Rod Waldron



Remarked by Robin Loucks



Remarked by BOB STUTZMAN



Remarked by DONN NEFF



Remarked by Diane Clerk/Secretary

- ▶ ATTESTED BY: