

NPCD BOARD OF DIRECTORS MINUTES

MEETING MINUTES

TUESDAY JUL 22, 2025 6:30 PM-8:30 PM

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

► OPEN MEETING

Gary Brumbaugh

- Chairman Brumbaugh opened the meeting at 6:30 pm
- ALL BOARD MEMBERS IN ATTENDANCE

► WELCOME CITIZENS IN ATTENDANCE

Gary Brumbaugh

- WELCOMED BRAD SMITH & KENNETH JONES JR

► JPR - NPCD ENGINEER - KENNY JONES JR

KENNY JONES JR

- INDOT UPDATE
- NPCD DISTRICT MAP - MUNICIPAL BOUNDARY IS NOW VIEWABLE ON THE GIS WEBSITE
- NO NEW CONNECTIONS
- PUMP PROJECT ALL DONE STILL NEED TO GET LOCKS TO THE OPERATOR.
- WAITING FOR PAPERWORK FROM SELGE TO FINALIZE THE LIFT STATION PROJECT. SELGES FINAL PAY APPLICATION, \$27,127.50 PRESENTED TO THE BOARD. FOR THE FINAL PAYMENT. THE LOCKS NOT IN THE CONTRACT; BUT THEY PROVIDED THEM ANYWAYS JUST WAITING TO GET WITH ASTBURY TO GET THEM THE LOCKS. NOTICE OF ACCEPTABILITY OF WORK FROM ENGINEER GIVEN TO THE BOARD. GARY ASKED IF THE FIBERGLAS TUBE WAS GOING TO BE TAKING BY SELGE TO GET RID OF IT. KENNY WILL GET WITH SELGE FOR THEM TO PICK IT UP.
- NIPSCO'S PROPOSED PROJECT; CR 142 AND CR 121; THEY ARE STILL IN THE DESIGN STAGE. JPR HAS WORKED WITH ASTBURY ON THE HOOK UP OPTIONS; TWO OPTIONS. PRELIMINARY INTERNAL NETWORK GRAVITY SYSTEM WITH GRINDER STATION OWNED BY NIPSCO; AND RUNNING THE HOOK UP OVER SR 15; INTERNAL GRAVITY/PUMP STATION TO GO TO GRINDER STATION #2; IF YOU LOOK AT FLOW RATE PUMPS ARE NOT SUFFICIENT TO ADD INDUSTRIAL SEWAGE ON SITE. UPGRADES AND OR REPLACEMENT OF COMPONENTS IN #2; PURSUANT TO SPECS THAT THE BOARD GIVES NIPSCO. THEY HAVE NOT GIVEN THEIR DECISION ON WHICH WAY THEY WOULD LIKE TO HOOK UP. NO FINAL ANSWERS FROM NIPSCO TO GIVE TO THE BOARD TONIGHT.
- DON ASKED WHAT SIZE WAS THE PIPE COMING OUT OF THE HOOSIER HOUSE? GS 2. FORCE MAIN IS A 4"; LOOKING AT IT KENNY SAID IT WOULD NEED A PUMP LIFT STATION.
- ROBIN ASKED IF THE GRADE IS PUT DOWN AT THE MEADOWFLOWER LIFT STATION? KENNY WILL CHECK INTO IT KENNY VERIFIED IT WAS THERE.

► NPCD ATTORNEY

Dave Hollenbeck

- REVIEW JUNE 24, 2025 BOARD MINUTES REVIEW. DAVE STATED THE MINUTES ARE IN COMPLIANCE.
- LEGISLATIVE RELIEF PROPERTY TAXES. EXCEPTION OF ONE SMALL ITEM; ALL THE LANGUAGE ON THOSE PAGES DID NOT AFFECT CONSERVANCY DISTRICTS. SPECIAL BENEFIT TAX UNCHANGED. NEW CONSERVANCY DISTRICTS FORMED AFTER 2031; ARE LIMITED ON WHAT THEY CAN COLLECT ON SPECIAL BENEFIT TAXES. PUSHING AWAY FROM SPECIAL BENEFITS TAX; AND FEE STRUCTURES AS A SOURCE OF REVENUES.
- A NEW BILL FOR CERTAIN UNITS OF GOVERNMENTAL UNITS MUST LIVESTREAM THEIR MEETINGS; IT DOES NOT APPLY TO CONSERVANCY DISTRICTS.

► CENDER & CO. - NPCD CPAKarl Cender

- JUNE BANK RECONCILIATION NO ISSUES NOTED. ALL OUTSTANDING ITEMS WERE POSTED.
- KARL WENT THROUGH THE BALANCE & INCOME SHEET.
- A REBATE CHECK WAS RECEIVED FROM THE IRS OF \$89,582.96.
- SIGNATURE SHEETS NEEDED FOR APRIL, MAY AND JUNE
- WENT OVER THE PROPOSED 2026 BUDGET; THE CPI INDEX FOR UNITS OF GOVERNMENT IS 4%. IT WAS 4% FOR 2025 AND 4% FOR 2026.

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- MOTION TO BUDGET TO BE PUT ON GATEWAYS AS CENDER PROPOSED.

CARRIED**Moved by Robin Loucks, Seconded by Rod Waldron**

- IN AUGUST WILL BE OUR PUBLIC HEARING. ON THE PROPOSED 2026 BUDGET
- IN SEPTEMBER WILL BE THE 2026 BUDGET ADOPTION MEETING.
- GARY ASKED FOR KARL ABOUT THE RATE STUDY INCREASE. DIANE WILL NEED FINAL NOTICES BY OCTOBER. KARL SAID THAT ERIC WILL GET WITH ASTBURY ON CAPITAL IMPROVEMENTS FOR FIVE YEARS.
- BUDGET REVIEW

► PRESIDENT OF THE BOARD OF FINANCERobin Loucks, BOB STUTZMAN

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- PRESIDENT BOARD FINANCE REPORT

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

- JUNE BANK TRACING - NO EXCEPTIONS FOUND
- REVIEW AND OR APPROVE MAY 27, 2025 BOARD MINUTES AS PRESENTED

All

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- APPROVE AS PRESENTED AS CORRECTED ON PAGE ONE WITH GRADE TO BE GRATE.

CARRIED**Moved by DONN NEFF, Seconded by Robin Loucks**

**► ASTBURY WASTER TECHNOLOGIES GROUP - PLANT OPERATIONS - TOM
ASTBURY**All

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

CARRIED**Moved by BOB STUTZMAN, Seconded by DONN NEFF**

- EVAPAR DID THE ANNUAL MAINTENANCE ON THE GENERATOR; \$382.00 TO REPLACE BATTERY; GARY IS SEEING \$842.00 ON THE PORTABLE ONE. MATT REVIEWED IT AND THOUGHT IT LOOKED GOOD. HAVING THE GENERATOR OPERATING IS IMPORTANT. ROBIN WANTS TO KNOW IF WE ARE TALKING ABOUT THE PORTABLE OR THE PLANT GENERATOR? TOM SAID HE DID NOT KNOW THE BREAK DOWN. TOM GENERALIZED THE COMMENTS FROM OPERATORS. ASTBURY MAINTAINS 57 PLANTS.

- ▶ MOTION ON THE EVAPAR GENERATOR EXHIBIT B FOR BATTERY A FOR MAINTENANCE. FOR \$842.00. ROBIN STATED NOT NIT PICKING BECAUSE WE WERE TALKING WITH ISSUES ON THE PORTABLE GENERATOR; THE GROUP 24 BATTERY WILL BE REPLACED ON THE PORTABLE. TOM REMINDED THE BOARD THEY HAVE A \$1500. LEWAY IN THEIR CONTRACT BUT THE BOARD WAS ASKED AS A COURTESY.

CARRIED**Moved by DONN NEFF, Seconded by Robin Loucks**

- ▶ DAVID PRICE FROM BETTERWAY PRODUCTS FROM THE LETTER ON DAVE'S LETTERHEAD THAT DIANE HAND DELIVERED.
- ▶ THE AC QUIT WORKING ON THE PLANT. LEGACY WAS CALLED. GARY WAS CONTACTED.
- ▶ FERRIC CHLORIDE WAS DELIVERED BY BRENNETAG.
- ▶ NEW POTENTIAL CONNECTION WITH NIPSCO; INITIAL TEST WAS THAT IT WOULD HAVE TO BE UPGRADED. NOTE FOR FUTURE CONSIDERATION. QUITE A BIT OF UNDEVELOPED LAND; MAY WANT TO CONSIDER THAT IN UPGRADING PUMPS.
- ▶ MIKES FENCING AGREED TO HONOR THE ORIGINAL QUOTES FOR THE FENCE SLATS. ASTBURY ALREADY AUTHORIZED THIS.
- ▶ THE PORTABLE PUMP IS STILL BEING EVALUATED AND WILL ADVISE.

- ▶ FERRIC CHLORIDE PUMP FOR \$750.00 TO REPLACE THE SPARE USED. WOULD LIKE TO HAVE A SPARE ON HAND

CARRIED**Moved by DONN NEFF, Seconded by Rod Waldron**

- ▶ ONE BLOWER HAS NOT BEEN REPAIRED YET.

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

- ▶ FINANCIAL CLERK/SECRETARY REPORT APPROVED AS PRESENTED.

CARRIED**Moved by Rod Waldron, Seconded by DONN NEFF**

- ▶ REGISTER OF CLAIMS AS PRESENTED ROBIN QUESTIONED THE NIPSCO BILL FOR THE ADM BILLING GAS AND THE PLANT

CARRIED**Moved by Robin Loucks, Seconded by DONN NEFF**

- ▶ AR REPORT
- ▶ AR FUNDS RECEIVED
- ▶ AR PAST DUES
- ▶ CERTIFIED LIENS
- ▶ CUSTOMER ISSUES - ELLIOTT KITTY LITTER DOWN SEWER AND THE SMELL IS HORRENDOUS. A NEIGHBOR CALLED AND WANTING TO KNOW WHO TO CONTACT TO GET ACTION ON THE SMELL; I ADVISED HER TO CALL THE ELKHART COUNTY HEALTH DEPARTMENT.

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▶ **UNFINISHED BUSINESS**

Gary Brumbaugh

- ▶ BEFORE APPROVING ANY MONEY, GARY WOULD LIKE TO SEE DRAWING AND SPECIFICS. BEFORE ENTERTAINING ANY DOLLAR AMOUNTS.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. BOB STILL WORKING ON GARY WOULD LIKE TO GET ASTBURY'S OPINION BEFORE BRINGING TO VOTE.

▶ **NEW BUSINESS**

Gary Brumbaugh

- ▶ MOTION ON CORD SETS \$6,420.00 L&M. GARY WILL CALL L & M TO PLACE ORDER.

CARRIED

Moved by Rod Waldron, Seconded by DONN NEFF

- ▶ STATUS ON THE PORTABLE PUMP BACK PLATE THE WELDING BROKE. TOM ASTBURY IS HANDLING.
- ▶ INSPECTION COSTS - ROBIN STATED THAT THERE IS TWO PROCESSES ONE INSPECTION AND MAPPING AND THEN PUTTING ON THE COMPUTER.
- ▶ AJ LANE 100533 PAYS ANNUALLY. ROBIN ASKED THAT HE SEND HIM A COPY OF CHECK. HE SENT COPY OF DELINQUENT NOTICE.

▶ **ADJOURNMENT**

Gary Brumbaugh

- ▶ MOTION WAS MADE TO ADJOURNMENT 7:56 PM

CARRIED

Moved by Rod Waldron, Seconded by DONN NEFF

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Gary Brumbaugh

- ▶ PLEASE SIGN BELOW YOUR NAME.

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Gary Brumbaugh

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Rod Waldron

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Robin Loucks

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BOB STUTZMAN

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▶

DONN NEFF

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- ▶ **ATTESTED BY:**

Diane Clerk/Secretary

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