

TUESDAY FEB 28, 2023 6:30 PM-9:00 PM

Chair	Gary Brumbaugh		
Attendees	BOB STUTZMAN Diane Clerk/Secretary Karl Cender Rod Waldron	Brad Smith Eric Cender KENNY JONES JR	Dave Hollenbeck Josh Koontz Robin Loucks

▶ OPEN MEETING

Gary Brumbaugh

▶ CHAIRMAN BRUMBAUGH OPENED THE MEETING AT 6:44 PM

Gary Brumbaugh

▶ WELCOME CITIZENS IN ATTENDANCE

Gary Brumbaugh

▶ JENIFER RANSBOTTOM , JEFFREY GASTEL, DONN NEFF AND BRAD SMITH

▶ NPCD ATTORNEY

Dave Hollenbeck

▶ MINUTES OF THE JANUARY 24, 2023 NPCD BOARD MEETING IN COMPLIANCE? YES THEY ARE IN COMPLIANCE

▶ DAVE WAS NOT ABLE TO MEET WITH TINA HENDERSON. DUE TO TINA BEING ILL. SOLAR ENERGY DAVE HAS BEEN IN TOUCH WITH TINA HENDERSON AND SHE WAS NOT ABLE TO PARTICIPATE IN TONIGHT'S BOARD MEETING. HE WILL BE IN TOUCH WITH HER AND WILL GET BACK WITH THE BOARD.

▶ CUSTOMER SERVICE TRAINING PRESENTATIONS; PRO ACTIVE ON TRAINING. DAVE ASKING BOARD'S PERMISSION TO SECURE TRAINING. PER THE CHAIRMAN; THE CONSENSUS OF THE BOARD WAS TO HAVE DAVE BRING TO THE BOARD HIS RECOMMENDATIONS IN THE MARCH BOARD MEETING. DONN WANTED TO KNOW IF THIS INCLUDED DIVERSITY TRAINING.

▶ DAVE CONGRATULATED GARY ON HIS BEING PLACED IN THE CHAIRMANSHIP FOR 2023.

▶ CENDER & CO. - NPCD CPA

Karl Cender

▶ JANUARY BANK REC. ERIC WENT OVER THE DETAILS.

▶ CASH BALANCE LOOKS LIKE A LOSS; DUE TO FERGUSON WATER WORKS INVOICE THAT IS GOING TO BE CAPITALIZED OUT. THE ELECTRICAL PANEL AND THE STAND ALONE GENERATOR.

▶ THE ELECTRICAL PANEL NEEDS TO BE COST OUT (THE OLD) TO RECORD ON OUR CAPITAL ASSETS

▶ THE BALANCE SHEET WAS NOT INCLUDED FOR THE MEETING TONIGHT; BUT WILL FORWARD IT TO THE BOARD.

▶ THE SALARY AND WAGE RESOLUTION NEEDS TO BE REVIEWED EVERY YEAR. THE RESOLUTION NEEDS TO BE SIGNED BY THE BOARD AS IT WAS APPROVED IN JANUARY.

▶ JPR - NPCD ENGINEER

KENNY JONES JR

▶ INDOT 142 & 15 TRYING TO CONTACT. IF THEY DO NOT RESPOND; KENNY WILL PULL PAPERWORK AND TRACK THEM DOWN. ON OLD AS BUILTS WERE HAND DRAWN; AND THE DRAWINGS SHOW THE SEWER LINE. THEY NEED TO PROVIDE NPCD DOCUMENTATION THAT THE CAP OF THE SEWER SYSTEM WAS DONE PER NPCD SPECS.

▶ UTILITY SYSTEM MAT

▶ INVENTORY SYSTEM ASSESTS

▶ ADD INFORMATION AND WILL BE KEPT ON JPR'S EQUIPMENT

- ▶ UPDATING THE AS BUILT INFORMATION ELECTRONIC AND PHYSICALLY MAPPED THE SYSTEM. SOME OF THE MAPS OR AS BUILTS ARE NOT DATED.
- ▶ MILLER POULTRY; CONTACTED JPR. REFERRED BY DIANE. GARY SAID GOOD THAT IS HOW THEY WANT THE PROCESS TO FLOW. MILLER POULTRY WANTS TO ADD ANOTHER BIN AND IT IS IN THE PLANNING STAGE. IF YOU LOOK AT THE DRAWING; RUN OF GRAVITY SEWER IN EASEMENT. SEWER CLEAN OUTS IN THAT AREA RIGHT WHERE THEY ARE WANTING TO BUILD ON. KENNY PUT THE PROJECT BACK ON MILLER POULTRY. THE LATERAL IS MILLER POULTRY'S AND NOT THE DISTRICTS. IF THEY NEED TO MOVE THE LINE; OR PUT IN ANOTHER HOOK UP. BOB ASKED KENNY TO GET WITH HIM AND HE WOULD GIVE HIM A CONTACT FOR MILLER POULTRY.
- ▶ FALCON'S NEST LIFT STATION. WENT THROUGH THE ANALYSIS AND REVIEW PROVIDED TO THE BOARD. RECOMMENDING DISTRICT PURCHASE A THIRD PUMP TO HAVE ON HAND FOR THAT LIFT STATION. ROBIN STATED THAT HE BELIEVES WE NEED TO HAVE A SPARE PUMP. ROBIN ASKED FOR THE CHAIRMAN TO REVISIT THE PUMP SURCHARGE IN THE NEAR FUTURE.
- ▶ ASSET MANAGEMENT PROGRAM GUIDANCE FOR THE INDIANA STATE REVOLVING FUND LOAN PROGRAM (JULY 2018) WILL BE BENEFICIAL TO THE DISTRICT AS THE PLANT IS AN AGING FACILITY.

▶ **PRESIDENT OF THE BOARD OF FINANCE REPORT**

Robin Loucks

- ▶ MOTION TO APPROVE AS PRESENTED

CARRIED

Moved by Rod Waldron, Seconded by BOB STUTZMAN

- ▶ PLEASE REFER TO THE PRESIDENT OF THE BOARD OF FINANCE REPORT ATTACHED
- ▶ DEPOSIT TRACING THERE WERE NO DISCREPANCIES

- ▶ INTERRA FINANCES SEEKING BOARD APPROVAL TO MOVE \$100,000.00 TO A 7TH MONTH CERTIFICATE OF DEPOSIT. AT 4.25%. CURRENTLY EARNING \$1K A MONTH VS \$5K A MONTH.

CARRIED

Moved by Rod Waldron, Seconded by DONN NEFF

▶ **REVIEW AND OR APPROVE JANUARY 24, 2023 BOARD MINUTES**

Gary Brumbaugh

- ▶ APPROVE AS PRESENTED

CARRIED

Moved by Robin Loucks, Seconded by BOB STUTZMAN

▶ **DIANE WENT OVER PAST DUE'S ON HER REPORT**

Gary Brumbaugh

▶ **CUSTOMER ISSUES**

Gary Brumbaugh

- ▶ BILLINGS NOT BEING RECEIVED. CERTAIN AREAS. DIANE GOT WITH POSTMASTER AND ASKED WHERE ALL THE PACKS WERE AND HE WAS TO CHECK INTO AND GET BACK WITH ME.

▶ **PROJECTS 2022**

Gary Brumbaugh

- ▶ PAINTING OF PLANT TABLED UNTIL PLANT UPGRADES DISCUSSED
- ▶ TURTLE TOP REHAB (2021)
- ▶ INFORMATION TECHNOLOGY - OFFICE - SBS PORTALS ROBIN ON TRAINING
- ▶ SOLAR ENERGY FOR PLANT - ARE WE COMMITTED TO GOING FORWARD WITH PROJECT? ALL INDICATED YES
- ▶ FERRIC TANKS - MIXING

- ▶ CLEANING OF SEWER FLOW SYSTEM 20% - KENNY SAID 60 TO 70% MANHOLES ARE COVERED. MISSIONARY AND SOUTH HAVE BEEN CLEANED. THE REST NEEDS CLEANED.
- ▶ UV PROJECT - NEW BULBS AND NEW SENSORS - DONE
- ▶ LIFT STATION REHABILITATION 6 & 15 AND MEANDERING MEADOWS - JOSH HAS ASKED TOM TO FOLLOW THROUGH WITH QUOTES.

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

Josh Koontz

- ▶ OPERATIONS REPORT APPROVED AS PRESENTED.

CARRIED

Moved by Rod Waldron, Seconded by Gary Brumbaugh

- ▶ MOTION TO APPROVE MIKE'S FENCE QUOTE FOR FALCON'S NEST LIFT STATION FENCE. AT A COST OF \$12,540.00.

CARRIED

Moved by Robin Loucks, Seconded by Gary Brumbaugh

- ▶ MOTION WAS TO APPROVE THE SOLENOID VALVE AND REBUILD KIT AT A QUOTED PRICE OF \$2,941.56. SAVECO OF NORTH AMERICA INC.

CARRIED

Moved by Robin Loucks, Seconded by Gary Brumbaugh

- ▶ HASKINS UNDERGROUND QUOTE TO REMOVE AND INSTALL TWO NEW BLOWERS. AT A COST OF \$15,755.85.

CARRIED

Moved by Robin Loucks

- ▶ ROOTER ROOTER CALLED OUT ON HOUSE ON SIXTH STREET. JOSH AND GARY GOT WITH WEED TO CLEAN OUT THE LINES. SMOKER CRAFT IS PAYING FOR THE CLEANOUT AND NPCD IS PAYING FOR THE AREA ON SIXTH STREET.

- ▶ LAB BUILDING ROOF GUTTERS - HAS THIS BEEN COMPLETED? (RAINTEC APPROVED TO REPLACE GUTTERS AND DOWNSPOUT WORK AT A COST OF \$1,171.65 BOARD APPROVED DEC 22) JOSH WILL GET GARY INFO

- ▶ WEED UPDATE ON THE WWTP BACK CHANNEL, SKIMMER, WET WELL & SUNNYSIDE LIFT STATION. UPDATE? WEEDS TRUCK IN TRUCK. \$395.00 A DAY DRIVING FROM SOUTH BOB FRAME PLUMBING.

CARRIED

Moved by Rod Waldron, Seconded by BOB STUTZMAN

- ▶ FINE SCREEN LINES NEED REPLACED. SAFECO 2 ARE NEEDED. CYLYNDER VALVES NOT TO EXCEED \$1,500.00.

CARRIED

Moved by Robin Loucks, Seconded by Rod Waldron

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

- ▶ FINANCIAL CLERK SECRETARY REPORT

- ▶ MOTION TO APPROVE REPORT AS PRESENTED.

CARRIED

Moved by Robin Loucks, Seconded by BOB STUTZMAN

- ▶ REGISTER OF CLAIMS

CARRIED

Moved by BOB STUTZMAN, Seconded by Rod Waldron

▶ LIENS

▶ **PAST DUE REVIEW**

Diane Clerk/Secretary

▶ **UNFINISHED BUSINESS**

Gary Brumbaugh

▶ **PAINTING OF THE PLANT TABLED UNTIL PLANT UPGRADES DISCUSSED**

Gary Brumbaugh

▶ **TURTLE TOP - GAS RAN TO GENERATOR?**

Gary Brumbaugh

▶ **INFORMATION TECHNOLOGY - OFFICE - SBS PORTALS ROBIN ON TRAINING**

Gary Brumbaugh

▶ **FERRIC TANKS**

Gary Brumbaugh

▶ **CLEANING OF SEWER FLOW SYSTEM 20%**

Gary Brumbaugh

▶ **UV PROJECT**

Gary Brumbaugh

▶ **LIFT STATION REHABILITATION OF 6 & 15 AND MEANDERING MEADOWS**

Gary Brumbaugh

▶ **BURST PIPES NOT BURST; PIPES CAME APART. HEAT TAPE WAS NOT PLUGGED IN**

Gary Brumbaugh

▶ **EMERGENCY PARTS FOR THE EMERGENCY GENERATOR INSTALLED AND COMPLETED? PARTS JUST CAME IN TODAY**

Gary Brumbaugh

▶ **REPLACEMENT BLOWERS**

Gary Brumbaugh

▶ **PORTABLE BYPASS PUMP**

Gary Brumbaugh

▶ **FALCON'S NEST LIFT STATION HYDROGEN SULFIDE METER**

Gary Brumbaugh

▶ **GUTTER'S FOR PLANT APPROVED**

Gary Brumbaugh

▶ **WEED**

Gary Brumbaugh

▶ **TRAIL PLAN - ROD WALDRON WAS ASKED TO WORK ON THIS**

- ▶ SBS PORTALS: ROBIN PUT ASKED TO TAKE OVER THE MAPS AND TRAINING. HAS A SET UP BEEN GIVEN TO ASTBURY TO LOGIN FOR THE MAPPING PORTAL?
- ▶ FERRIC CHLORIDE TANKS: BACK FLOWING TO CLEAN TANKS. GARY WOULD LIKE SIGN ON FRONT OF FERRIC TANKS
- ▶ OAK STREET
- ▶ MEANDERING MEADOWS
- ▶ OPERATIONS REPORTS TO STATE
- ▶ FIXING HEATER IN GENERATOR ROOM; HAS VENTILATION LINKED INTO IT.

▶ **NEW BUSINESS**

Gary Brumbaugh

- ▶ L & M ELECTRIC TO COME OUT AND EVALUATE THE VENTS; ROBIN SEEKS BOARD APPROVAL. AND TO TAKE CARE OF SAID ITEMS.

CARRIED

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

▶ **ADJOURNMENT**

Gary Brumbaugh

- ▶ MOTION WAS MADE TO CLOSE AT 8:39 P.M.

CARRIED

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

- ▶ **THE NEXT NPCD BOARD OF DIRECTOR'S MEETING WILL BE HELD AT THE NPCD ADMINISTRATION BUILDING ON MARCH 28, 2023. THE MEETING WILL COMMENCE AT 6:30 PM**

Gary Brumbaugh



- ▶ **PLEASE SIGN BELOW YOUR PRINTED NAME OF**

Diane Clerk/Secretary

Remarked by Gary Brumbaugh



Remarked by Rod Waldron



Remarked by Robin Loucks



Remarked by BOB STUTZMAN



Remarked by DONN NEFF



Remarked by BOB STUTZMAN

- ▶ ATTESTED BY: DIANE SMITH, FINANCIAL CLERK SECRETARY FOR THE NEW PARIS CONSERVANCY DISTRICT.

Remarked by BOB STUTZMAN



Remarked by BOB STUTZMAN

