

MINUTES - New Paris Conservancy District Board Meeting

MEETING MINUTES

THURSDAY JUL 11, 2019 6:30 PM-8:30 PM

New Paris Wastewater Treatment Plant Laboratory

Chair	Gary Dausman		
Attendees	AJ LANE Diane Smith Ken Jones Jr Rodney Waldron	Brad Smith Gary Brumbaugh Matthew Rippey TOBIE BECKWITH	Dave Karl Cender Michael Dunlap
Absent	Jamie Fisher	Rick Wallace	Tony Neff

- **Open the meeting at 6:30 p.m.**

Gary Dausman

- **Welcomed citizens in attendance**

Gary Dausman

- Brad Smith and Otto & Margagulara Quan citizens in attendance.
- Mr. & Mrs. Quan addressed the Board; they bought a house in the District 2 1/2 years ago; owner to owner. Customer had a finished basement. The previous owner never obtained a permit to remodel the basement. As a result; with the heavy rains that came; their basement flooded. They hired Everdry to repair their flooding issue. They are aware that other freeholder's in the District have the same issue's. The ordinance has been in place since 1994. No storm water is to be discharged into the sewer system. Astbury - Don will look at our records from 1994 and let them know if we have a drawing of the hook up. Don found the drawing and printed it out for the customer. \$23k bill from Everdry.
- Chairman Dausman thanked all for participating in the Employee Evaluation; he believes that it was a positive remark.
- During the evaluation process; the Board meeting being on the second Thursday's of the month it is difficult to accomplish everything. Move the meetings to the fourth Tuesday of the month. The August meeting will remain the second Thursday of the month. September we will begin meeting on the fourth Tuesday's at 6:30 p.m.
- Motion to move the Board meeting to the fourth Tuesday of the month.

CARRIED

Moved by Gary Dausman, Seconded by Rodney Waldron

- **Approve of the Board minutes from May 9, 2019 Board meeting.**

All

- Motion to approve the minutes as presented.

CARRIED

Moved by Gary Dausman, Seconded by Gary Brumbaugh

- **Approve of the Board minutes from June 13, 2019 Board meeting.**

All

- Motion was to table June Board Minutes until July due to quorem.

CARRIED

Moved by Gary Dausman, Seconded by Gary Brumbaugh

- **CENDER & CO. KARL CENDER**

Karl Cender

- Budget form 1 in the Board packet was based on the 3.5% increase as the State guidelines. Last year advertised \$423,000; the Board reduced the Budget down to \$370k. Cumulative is a fixed rate fund.
- Motion was to advertise the budget as proposed.

CARRIED

Moved by Gary Brumbaugh, Seconded by Rodney Waldron

- Resolution for the PayGov.com. Diane is to type up and present it to Karl for his approval for the August Board meeting.

• NPCD ATTORNEY VIA TELECONFERENCE

Dave

- Minutes of May and June minutes are in compliance.
- Employee handbook; preliminary is complete; tabled to August board meeting.
- Culver - he has had several conversations with Wes; description of the 10 acre problem. Relieving him of the mandatory hook up fee. This is for the one house with that ten acres. The waiver will not be a precedent; this decision will not be carried forward. We will need to make sure his septic sewage is in compliance with the State and Elkhart County requirements; if in error; he would have to make the necessary corrections to make the sewer pass. We reserve the right to inspect the septic system at any time. The property will stay in the Conservancy District. The owner would pay the Conservancy taxes. If their septic system fails they would have to pay to hook up to the District. The property cannot be sub divided without the properties being hooked up to the sewer; with the developer; the property would have to be connected and have to pay the hook up fee. This agreement is not part of the original agreement with NPDC. Dave's stated that doing this would be no harm to the District; and Dave will add the attorney fees. Does the agreement get attached to the new owner's title. We can record an agreement. To attach it to the land.
- To give Dave permission to go forward with Wes. He will type up proposal and present it to the Board for a decision in the August Board meeting.

CARRIED

Moved by Gary Dausman, Seconded by Rodney Waldron

- Violation of the homeowner's illegally discharging into the sewer. Dave gave his approval.
- Merchant Metals: Eventually property will go up for delinquent tax sale.
- Billing rates for 2020 he will get something together and send it to us.
- Indiana Association of Conservancy District's Manual. Diane to take Gary's copy and give the new Board member's copies. Dave does not think the AICD is active any longer.
- New laws went into affect in July; a law that requires more signatures in order to form a District.

• JPR -

Ken Jones, Jr.

- Will give us updated District maps to hang on walls.
- The well is being moved. It is going to be out by the retention pond. The health department wants our current well tested. Astbury will do the testing. Kenny has placed a marker stick where the well is to be placed.
- Railroad update: September will be the date for the bids to be open. Will project be done this year? Kenny said it will be done this year.
- Administration Building; we are not paying 5% of the amounts payable by the District.
- Motion was made to pay DT Construction's pay claim.

CARRIED

Moved by Gary Brumbaugh, Seconded by Rodney Waldron

- August 15th is the final date on the gait chart. If a change order needs to be done on the timing; this needs to be done.
- Provide the 2020 rate schedule.

• Administration Tickler List:

Gary Dausman

- The building color was to flow in with the properties.
- Security monitor. Gary showed up at the site and Ron was not here. Gary met with electrician. To have the monitor placed on the wall.

- 88 security is to be there at 8 am Monday.
- August 15th is the date for completion.
- Mapletonics will be in to do their portion the first week in August.
- Two portions of costs to get internet to the plant. Mapletonics \$1,500.00 and \$500.00 Electromedia. This will go in August 5th.

CARRIED **Moved by Gary Dausman, Seconded by Gary Brumbaugh**

- Electromedia pulling lines for Mapletonics.
- Office Interiors; tentatively scheduled to bring the furniture in the fifth through the fifteenth.
- Himco dumpster

CARRIED **Moved by Gary Dausman, Seconded by Gary Brumbaugh**

- Two men and a truck quote by August.
- Electromedia proposal \$213.00 per month charge; New Paris Telephone; \$30.00 per month; with a \$1,900.00 up charge price. Verizon; Going to Business Plan reduce the charge to \$65.00 per month. Conferencing; and attendant. Can try it out with Verizon and if it doesn't work we can turn it back in.
- Motion was to go with Verizon on their phone business phone plan.

CARRIED **Moved by Gary Brumbaugh, Seconded by Rodney Waldron**

- Bottle Water like we are doing now.
- Slatted Walls and shelving
- Refridgerator
- Microwave
- Coffee Pot
- Handicapped door.

• ASTBURY CONTRACT OPERATIONS

Matt Rippey

- Report was approved as presented.

CARRIED **Moved by Gary Brumbaugh, Seconded by Rodney Waldron**

- Requesting for the District to open an account with Reed electric. Don will get the FC their w9.
- Tabled the line locator until Don comes back with more information.

- Sixty have not called in for inspections. 41 have bee inspected. 8 did not pass. The 8 that did not pass send the 90 day notice. The sixty that have not called in for inspections send a second letter; giving them 30 days.

CARRIED **Moved by Gary Dausman, Seconded by Rodney Waldron**

- Rehabbing Better Way Products and Lutes Farm. Generator hook up but no generator.
- RAS pumps; at the plant.
- Quote to paint outside doors
- Changing locks and the gate key code.

• OFFICE INTERIORS -

Rick Wallace

• **SBS PORTALS**

TOBIE BECKWITH

- **No to the 8k scanner; She is still trying to find a scanner in the dollar amounts approved.**

TOBIE BECKWITH

• **Mapletronics - Not Present**

Michael Dunlap

• **Electromedia - Jamie Fisher - Not Present**

Jamie Fisher

• **FINANCIAL CLERK SECRETARY REPORT**

Diane Smith

- Approve as submitted

CARRIED

Moved by Gary Dausman, Seconded by Rodney Waldron

- Coupon billing done and ready to send. Discussion at a later date; will be charging a fee for reprinting bills.
- The iPhone is tabled until August. Diane will get new quote.

- Vacation request July 22-26

CARRIED

Moved by Gary Dausman, Seconded by Rodney Waldron

- Diane to get for sale signs for truck.
- Diane asked the Chairman permission to go ahead and reconcile the accounts and then ask Cender to look over the entries and make adjusting entries if needed.

- NPCD Register of Claims

CARRIED

Moved by Gary Brumbaugh, Seconded by Rodney Waldron

• **Administration Tickler List:**

Gary Dausman

- Electromedia
- Verizon
- JPR - follow through
- 88 Security Solutions
- Well
- Refrigerator
- Microwave
- Coffee Maker
- Office Interiors
- Handicapped doors
- Tinted windows
- Hub for internet
- Furniture delivery
- SBS Portals start date

• **NEW BUSINESS:**

Gary Dausman

- Audit expense charged by the State: Todd Caldwell was to have gotten back with NPCD; update; AJ volunteered to follow through with this.
- Go over Special Districts Bulletin
- Evaluation Update
- Office at the plant - What will this be used for?
- Diane to contact Lechlitrner Door a quote for handicapped accessibility.

• **UNFINISHED BUSINESS:**

Gary Dausman

- Status on District I; Tony said that he would step down. We need a letter from Tony and then the Board can proceed forward and if Tony ever gets to the point he can serve again; he would like to.
- Painting entire plant
- Calling the attorney? The action taken by the Board years ago; that all correspondence between Hollenbeck and Cender was to go through the FC Sec. Diane is to bring the minutes of that to the Board meeting.
- Sale of District Truck - Smith is to advertise the truck on Facebook market place; at a cost of \$6,500.00. The trader magazine. The paper. Rock Auto? Facebook marketplace is free.
- Employee Handbook - Dave Hollenbeck
- Solar energy
- Wind energy

• **REFER TO DISTRICT'S CALENDAR - BRING TO BOARD MEETINGS FOR REFERENCE**

Gary Dausman

• **ADJOURNMENT**

Gary Dausman

- Motion to Adjourn. The meeting of the New Paris Conservancy District Board of Director's meeting was closed at 9:32 p.m.

CARRIED

Moved by Gary Brumbaugh, Seconded by Rodney Waldron

• **INFORMATION ON THE NEXT NPCD BOARD OF DIRECTOR'S MEETING.**

Gary Dausman

- The next meeting of the New Paris Conservancy District Board of Directors will be held August 8, 2019. The meeting will be held at the New Paris Conservancy District in the lab. The meeting will commence at 6:30 p.m. The public is welcomed to attend.

Remarked by Gary Dausman

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Remarked by Gary Brumbaugh

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Remarked by Rodney Waldron

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Remarked by AJ LANE

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Remarked by Tony Neff

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Remarked by Diane Smith

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