

TUESDAY JUN 27, 2023 6:30 PM-9:00 PM

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

▶ OPEN MEETING

Gary Brumbaugh

▶ Meeting was opened at 6:30 p.m.

Gary Brumbaugh

▶ WELCOME CITIZENS IN ATTENDANCE

Gary Brumbaugh

- ▶ Gary welcomed Brad Smith citizen in attendance.

▶ NPCD ATTORNEY

Dave Hollenbeck

- ▶ MINUTES OF MAY 23 2023 IN COMPLIANCE? DAVE STATED BOARD STATED MINUTES ARE IN COMPLIANCE. DIANE HAS DONE THE MINUTES IN COMPLIANCE WITH THE INDIANA STATE BOARD OF ACCOUNTS.

- ▶ SOLAR COMPANY SECOND VISIT HERE; BRUCE THOUGHT THE INFORMATION THAT NEEDS TO BE SUBMITTED TO NIPSCO HE BELIEVED IT WOULD BE 60 DAYS AFTER SUBMITTING TO NIPSCO. HE BELIEVES EVERYTHING IS ON SCHEDULED. GARY STATED THAT HE BELIEVED THE MEETING WAS VERY CONDUCTIVE; AS SOON AS THEY GET THE ENGINEERING WORKING DONE THEN THEY WILL PUT THE BIDS OUT FOR BID AND WILL SOLICIT COMPETITIVE CONTRACTOR BIDS. ON TRACK AND ON TIME. DAVE'S ONE CONCERN THAT THE ENVIRONMENTAL AGENCY WANTING TO KNOW POLICY IN PLACE FOR DISCARDING SOLAR PANELS WHEN THEY NEED TO BE REPLACED. GARY STATED THAT THEY ARE PUTTING THEM WEST OF THE OFFICE AND WILL BORE UNDERNEATH THE PARKING LOTS AND WILL CONNECT THEM TO THE POLE.

- ▶ CUSTOMER SERVICE TRAINING - STILL PENDING. THE ONES DIRECTED TOWARDS UTILITIES ARE FEW AND FAR BETWEEN. HE HAS NOT FOUND ONE YET. HE IS STILL WORKING ON THIS.

- ▶ DIANE ASKED DAVE ABOUT THE LEGISLATIVE LAWS THAT ARE COMING ON JULY 1 AND IF THEY PERTAIN TO US. DAVE WILL LOOK IT OVER THIS WEEKEND AND IF THERE IS SOMETHING WE NEED TO DO HE WILL ADVISE.

▶ CENDER & CO. - NPCD CPA

Karl Cender

- ▶ FINANCIALS MAY 2023 - ARE ON A NEGATIVE OPERATING AT THE END OF MAY. IN JUNE THE TAX REVENUE WILL BE RECEIVED AND THEN WE WILL BE IN THE POSITIVE. GARY WANTED TO KNOW; WITHOUT OUR DRAW; WE ARE RUNNING ABOUT 7K A MONTH SHORT. THE FIRST SIX MONTHS WE HAVE HAD CAPITAL INVESTMENTS IN THIS FIRST FIVE MONTHS. ERIC DOES NOT BELIEVE WE WILL END THE YEAR IN THE NEGATIVE. SEVERAL EXPENDITURES THAT ARE LISTED IN THE CONTRACTUAL SERVICES NEED TO BE REVERSED OUT AND RECLASSIFIED IN THE GENERAL LEDGER.

- ▶ BANK REC MAY 2023

- ▶ BUDGET 2024. WE HAVE THE PUBLIC MEETING AND THE NEXT MONTH THE ADOPTION MEETING. AUG 22ND BOARD MEETING THE PUBLIC HEARING AND THEN IN SEPT 26TH TO ADOPT THE BUDGET. WE DO HAVE UNTIL NOV 1ST TO HAVE THE BUDGET ADOPTED. THE DLGF NEEDS TO REVIEW THE BUDGET FORMS AND WILL BE WORKING WITH US FOR THE AMOUNTS FOR THE SPENDING PLAN FOR THE DISTRICT; IN JULY THE BOARD WILL BE GIVEN A PROPOSED PRELIMINARY BUDGET TO WORK OVER. LAST YEAR THE RATE TO STAY UNDER WAS 5%. UNLESS BOARD TELLS THEM DIFFERENT THEY WILL PROBABLY USE THE GROWTH QUOTIENT THAT IS ADVERTISED. CUMULATIVE IMPROVEMENT FUND IS FUNDED THROUGH TAXES

- ▶ REQUESTED TO LOOK INTO THE AUDITING PROCESS WITH SBS PORTALS; LOOK TO SEE IF THE AUDIT TRAIL IS ACCEPTABLE. HE WILL LOOK INTO IT IN THE MONTH OF JUNE.

▶ **JPR - NPCD ENGINEER**

KENNY JONES JR

- ▶ JPR HAS NOTHING TO BE ADDRESSED SINCE THE LAST BOARD MEETING. THEY HAVE BEEN CONTACTED BY IDOT THE KIEFER DITCH; THEY JUST RESPONDED ON OUR BEHALF TO INDOT.
- ▶ IN JUNE THREE NEW CONNECTIONS WERE EMAILED TO DIANE.
- ▶ BIG BEAUTIFUL MAP ASSEMBLED. GOING THROUGH SKETCHES; AND WAIT UNTIL THIS SUMMER; AND THEY ARE ALREADY DONE.
- ▶ NEXT ORDER OF BUSINESS WITH MAPS; HOW TO INTEGRATE IT INTO A PUBLIC ACCESSIBLE GIS WEBSITE; DIANE STATED THAT IT WAS DOABLE TO HAVE A LINK FROM OUT WEB PAGE TO GO TO THE GIS WEBSITE. THEY ARE GOING TO MEET WITH ELKHART COUNTY GIS DEPT TO SEE HOW WE CAN BE AN OPTION TO THEIR PROGRAM. AND UPDATE THE SYSTEM ONCE A YEAR; OR AS CHANGES OCCUR. THE CITY OF ELKHART HAS A SIMILAR TOOL; BUT THEY ONLY OFFER EMAILING DRAWINGS.
- ▶ GARY WANTED TO KNOW IF YOU COULD PULL UP A MAP AND SEE WHERE THEIR LATERAL IS? KENNY STATED YES. IT IS RELATIVELY SMALL. GIVES THEM AN IDEA.
- ▶ DON STATED ELKHART HAS THEIR MAINS ON THE GIS; BUT NOT THE LATERALS.
- ▶ GARY ASKED HOW THE INSPECTIONS WERE GOING AND DIANE AND KENNY STATED GOING SMOOTH ON BOTH ENDS.
- ▶ DONN STOPPED AND LOOKED AT THE CUL DE SAC WHERE THEY ARE PUTTING IN A DUPLEX.
- ▶ GARY ASKED ABOUT THE BOY SCOUT CABIN AND MEANDERING MEADOWS AND SUBMITTED A REPORT AND ARE WAITING FOR DIRECTIONS ON WHEN THEY NEED TO BE INVOLVED.
- ▶ TOM STATED HE WANTED JPR TO BE THE CONTRACTOR ADMINISTRATION ENGINEERING; ASTBURY WANTED JPR TO TAKE THE PROJECTS FROM HERE. IN TERMS OF GETTING IT IMPLEMENTED AND OVERSEEING THE PROCESS. KENNY STATED IT WOULD BE LOGICAL FOR ASTBURY TO OBTAIN QUOTES AND PROVIDE THEM TO JPR. AS FAR AS INSPECTING THE WORK. KENNY AND TOM NEEDS TO HAVE A CONVERSATION PRIOR TO THE NEXT MEETING. BOY SCOUT CABIN, 6 & 15 AND MEANDERING MEADOWS. REHABILITATION PROJECTS. IF YOU HAVE A PUMP STATION.
- ▶ KENNY ASKED FOR OVERALL TIME LINE. TOM STATED STILL HAVE QUITE A FEW CALL OUTS AND NUISANCE ALARMS. SOME OF THE PUMPS PROBABLY TRIED TO REBUILT TOO MANY TIMES. ASAP DONN ASKED IF THERE ARE WARRANTIES PERIODS ON THE REBUILDS. TOM STATED DID A DRAW DOWN TEST ON MEANDERING MEADOWS; IF IT IS WITHIN THE WARRANTY PERIOD WITH REED ELECTRIC; THEY EXPLORE THAT FIRST.
- ▶ GARY ASKED ON FALCON'S NEST PUMP STATION; IT WAS QUESTIONED IF THE PUMPS IN THERE COULD HANDLE THE FLOW. AND WE CHARGE \$300 ADDITIONAL CHARGE IN THE EVENT WE HAD TO UPGRADE THE PUMP. THE QUESTION IF WE SHOULD BE CHARGING THAT BASED ON JPR'S RECENT STUDY OF THAT PUMP STATION.

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

Robin Loucks

▶ **GARY TABLED THE PRESIDENT OF BOARD OF FINANCE REPORT UNTIL THE PRESIDENT WAS PRESENT.**

Robin Loucks

▶ **PRESIDENT BOARD OF FINANCE REPORT**

CARRIED

Moved by Rod Waldron, Seconded by DONN NEFF

- ▶ DEPOSIT TRACING
- ▶ INVESTMENTS
- ▶ FENCING MATERIALS

▶ **REVIEW AND OR APPROVE MAY 23 2023 BOARD MINUTES**

Gary Brumbaugh

- ▶ IN THE MINUTES IT STATED THAT THERE WAS A MAN SLEEPING ON THE BENCH AND WHEN DIANE APPROACHED HIM HE WAS SLEEPING. CHAIRMAN BRUMBAUGH INSTRUCTED DIANE THAT IF SHE DOES NOT FEEL SAFE COMING ONTO THE PREMISES TO LEAVE; CALL A BOARD MEMBER AND OR POLICE.

CARRIED**Moved by Rod Waldron, Seconded by BOB STUTZMAN**▶ **ASTBURY WATER TECHNOLOGIES GROUP - PLANT OPERATIONS**

Josh Koontz

- ▶ OPERATIONS REPORT WAS APPROVED AS PRESENTED.

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

- ▶ SMART CABINETRY NEEDS TO BE INSPECTED. OIL AND GREASE ARE HIGH. IT HASN'T IMPACTED OUR TREATMENT. DONN ASKED IF SMART IS SUBMITTING THEIR IDEM REPORTS TO US. GARY STATED THAT THEY CHANGED THEIR PROCESS. DONN STATED THAT THEY WERE NON CATEGORICAL BUT WE STILL HAD SMART SEND US MONTHLY REPORTS. TOM WILL MAKE SURE THAT SMART IS ADHERING TO WHAT IDEM REQUIRES. TOM WILL GET BACK WITH US.
- ▶ BOY SCOUT LIFT STATION; NO SHUT OFF VALVE. THE RECOMMENDATION WAS TO INCLUDE IN THE PROJECT. TOM WITH TALK WITH KENNY BEFORE NEXT BOARD MEETING.
- ▶ MEANDERING MEADOWS; THE PUMP DRAW DOWN. WAS SUPPLIED TO JPR. DONN STATED THAT THE ASSUMPTION WAS THAT THEY WERE 20 YEARS OLD AND THE DRAW DOWN AND IT WAS 120 GAL A MINUTE? DONN WANTED TO KNOW IF THIS WAS REDONE BECAUSE HE FOUND THE REPORT TO BE FALSE. KENNY WANTED TO KNOW IF THE INFORMATION ON THE SECOND DRAW DOWN WAS SENT TO DANIEL. TOM STATED THAT HE HAD NOT AND WILL EMAIL IT TO HIM.
- ▶ FOG IS FATS OIL AND GREASES ARE PRESENT IN ALL LIFT STATIONS. (FOG).
- ▶ SUNNYSIDE INNER VILLAGE NEED LETTERS SENT.
- ▶ MEANDERING MEADOWS AND MISSIONARY NEEDS LETTERS SENT.
- ▶ SEWER USE ORDINANCE WOULD PUT MORE BITE IN IT IN THE FUTURE.
- ▶ WHAT ARE SUGGESTIONS DONN? FLIERS.
- ▶ THE BOARD SHOULD BE CONTACTED PRIOR TO PURCHASING PUMPS FOR RETENTION AND REPAIR. DONN STATED THAT HAVING EXCESS PUMPS CAN BE A GOOD THING; BUT NOT IF THEY SIT ON A SHELF FOR FIVE YEARS. TOM STATED THAT HE AGREED.

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

- ▶ FC/SEC REPORT APPROVED AS PRESENTED

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

- ▶ REGISTER OF CLAIMS APPROVE AS PRESENTED.

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

- ▶ VOUCHER REGISTER
- ▶ A/R RECEIPTS
- ▶ PAST DUE REVIEW
- ▶ CERTIFIED LIENS
- ▶ CUSTOMER ISSUES

▶ EMPLOYEE REVIEWS DUE TONIGHT AND GARY REQUESTED THEY BE GIVEN TO HIM

▶ **UNFINISHED BUSINESS**

Gary Brumbaugh

▶ DISCUSSED ABOVE

▶ **NEW BUSINESS**

Gary Brumbaugh

▶

▶ **ADJOURNMENT**

Gary Brumbaugh

▶ THE MEETING WAS CLOSED AT 8:39 P.M.

CARRIED

Moved by DONN NEFF, Seconded by Rod Waldron

▶ **THE NEXT NPCD BOARD OF DIRECTOR'S MEETING WILL BE HELD AT THE NPCD ADMINISTRATION BUILDING ON JULY 25, 2023. THE MEETING WILL COMMENCE AT 6:30 P.M.**

Gary Brumbaugh

▶

NOT YET HEARD

▶ **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

▶

▶ Attested by Diane Smith, Financial Clerk/Secretary

Remarked by Diane Clerk/Secretary

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