

TUESDAY JAN 24, 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

▶ **THE MEETING WAS OPENED AT 6:42 PM**

Gary Brumbaugh

▶ **WELCOME CITIZENS IN ATTENDANCE**

Gary Brumbaugh

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

▶ **CITIZEN DONN NEFF TO ADDRESS BOARD**

Gary Brumbaugh

▶ **DONN CHOSE TO DEFER UNTIL FEBRUARY.**

All

▶ **NPCD ATTORNEY**

Dave Hollenbeck

▶ MINUTES OF THE DECEMBER 27, 2022 NPCD BOARD MEETING IN COMPLIANCE? YES THEY ARE IN COMPLIANCE

▶ ANNUAL MEETING IN FEBRUARY. THE ANNUAL MEETING HAS SEVERAL ITEMS THAT NEED TO BE DONE. THE ELECTION - THAT WAS NOT CONTESTED. THEY MUST MEET IN PUBLIC. NOTHING IN INDIANA LAW THAT INDICATES THAT WE DO NOT HAVE TO ACKNOWLEDGE PUBLIC COMMENT; THERE ARE EXPECTIONS WITH DIFFERENT STATUTUES.

▶ CONTRACT 2023 INCLUDED IN PACK

▶ 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.

▶ **CENDER & CO. - NPCD CPA**

Karl Cender

▶ CONTRACT 2023 INCLUDED IN PACK - GARY ASKED IF THE CONTRACTS HAVE TO BE APPROVED EVERY YEAR. IN KARLS OPINION IT SHOULD BE. GARY STATED THAT WE WILL REVIEW AND OR APPROVE IN THE FEBRUARY BOARD MEETING.

▶ DECEMBER FINANCIALS - ERIC WENT OVER THE GENERAL TAX FUND AND CUMULATIVE FUNDS RECEIVED. IN FEBRUARY CENDER WILL GO INTO A MORE DETAILED FINANCIAL REVIEW. THE SDAR REPORT IS DUE AT THE END OF FEBRUARY. ERIC IS GOING TO BE REACHING OUT TO JOSH ABOUT CAPITALIZING PURCHASES. ANTICIPATING STRONG RESULTS FOR THE YEAR.

▶ ERIC NEEDS TO CONFIRM THE 1099'S WITH DIANE PRIOR TO THEM BEING SENT OUT.

▶ WAGE RESOLUTION FOR EMPLOYEE AND BOARD'S COMPENSATION. THE PACKAGE WOULD REMAIN THE SAME; THE HOURLY RATE WILL INCREASE. DISCUSSION WAS THE AMOUNT. ROBIN MADE A MOTION OF \$1.25 PER HOUR. THE BOARD'S COMPENSATION WILL REMAIN THE SAME. EFFECTIVE FEBRUARY 1, 2023.

CARRIED

Moved by Robin Loucks, Seconded by Gary Brumbaugh

▶ DECEMBER BANK REC

▶ **JPR - NPCD ENGINEER**

KENNY JONES JR

- ▶ CONTRACT SERVICES 2023 GENERAL SERVICES AGREEMENT HE STATED THAT IT WAS SENT TO US IN NOVEMBER. IT WAS NOT IN THE NOVEMBER BOARD MINUTES. ROBIN HAD A COMPLETE AGREEMENT; PRINTED IT FOR BOARD TO SIGN.
- ▶ HOOK UP & INSPECTIONS - JPR WORKING WITH THE COUNTY TO WORK IT OUT THAT THE COUNTY DOES NOT GRANT A PERMIT WITHOUT FIRST RECEIVING OURS. THE PROCESS WILL BE UPDATED TO USE JPR'S FORMS. IF THE BUILDER CONTACTS JPR FIRST; THEN JPR WILL COLLECT THE \$150.00 MADE OUT TO US.
- ▶ ASKED FOR A COPY OF NPCD'S SEWER RATE ORDINANCE. DIANE EMAILED IT TO HIM ALONG WITH THE BOARD.
- ▶ 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.
- ▶ 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 BOB STUTZMAN, Seconded by Rod Waldron

- ▶ PLEASE REFER TO THE PRESIDENT OF THE BOARD OF FINANCE REPORT ATTACHED
- ▶ DEPOSIT TRACING
- ▶ INTERRA FINANCES

▶ **REVIEW AND OR APPROVE DECEMBER 27, 2022 BOARD MINUTES**

Gary Brumbaugh

- ▶ APPROVE AS PRESENTED

CARRIED

Moved by Rod Waldron, Seconded by Robin Loucks

- ▶ REGISTER OF CLAIM APPROVED AS PRESENTED

CARRIED

Moved by Robin Loucks, Seconded by BOB STUTZMAN

- ▶ QUESTION WAS FOR UNITED BLOWER. PRICE INCREASE. WE HAVE NOT RECEIVED OUR BLOWERS YET.

▶ **PAST DUE REVIEW**

Gary Brumbaugh

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

Gary Brumbaugh

▶ **LIENS**

Gary Brumbaugh

▶ FIVE LIENS WERE PLACED AND CERTIFIED

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 BOB STUTZMAN, Seconded by Gary Brumbaugh

- ▶ BLOWERS ARE ON THE WAY. WE WILL NEED TO RENT A FORKLIFT FOR \$650.00 A DAY. ROBIN STATED THAT HE MAY BE ABLE TO USE NEW PARIS TELEPHONES; BUT DUE TO LIABILITY REASONS WOULD RATHER NOT. RENTAL OUT OF WARSAW. \$3K PAVE LOADERS GARY BRUMBAUGH STATED HE COULD DO IT. JOSH IS TO STAY IN TOUCH WITH GARY.

- ▶ MOTION WAS TO APPROVE THE ADDITIONAL \$1,700.00 FOR UNITED BLOWERS.

CARRIED

Moved by Robin Loucks, Seconded by Rod Waldron

- ▶ MONTHLY MRO & DRM REPORTS DUE BY THE 28TH
- ▶ MONTHLY LAND APPLICATION REPORT DUE BY THE 28TH
- ▶ UPDATE ON THE HEATER STATUS AT THE PLANT.
- ▶ UPDATE ON BURST PIPE.
- ▶ SUNNYSIDE PARK - UPDATE ON THE PUMP REPAIR AND ON NEW PUMP. STILL WAITING FOR SECOND QUOTE.
- ▶ 6 & 15 AND MEANDERING MEADOWS - FERGUSON QUOTES RECEIVED ON UPDATING BOTH LIFT STATIONS?
- ▶ MEANDERING MEADOWS LIFT STATION - HAVE NEW RELAYS BEEN INSTALLED?
- ▶ MISSIONARY LIFT STATION - UPDATE ON STATUS OF PUMPS; AND THE PUMP AT REEDS TO GET A QUOTE ON REPAIR? STILL WAITING ON QUOTE. RELAYS WERE FIXED BY L&M ELECTRIC.
- ▶ MIKE'S FENCING 6' NO BARB WIRE. CHAIN LINK FENCE.

- ▶ EVAPAR HAS BEEN HERE AND REPAIRED ON SUNNYSIDE AND MISSIONARY WHEN THEY WERE AT THE PLANT; BUILD A NEW HEAT EXCHANGER; GARY RECEIVED AN EMAIL ON ANTIFREEZE WILL BE ANOTHER FOUR WEEKS. TWO PARTS MISSING ON THE TWO COOLERS. ROD SAID IT LOOKED LIKE TWO SEALERS ARE LEAKING. OIL WAS \$170 SOME AND THE OTHER WAS \$1,200.00. LOOKS LIKE YOU COULD TAKE OFF THE ENDS AND REPLACE THE SEALS. ROD THOUGHT WAS EXTERNAL LEAK.
- ▶ EMERGENCY PARTS FOR THE EMERGENCY GENERATOR INSTALLED AND COMPLETED?
- ▶ TURTLE TOP LIFT STATION - UPDATE ON NIPSCO INSTALLING THE GAS LINE? THE YARD WILL NEED FIXED ONCE COMPLETE. HE SAID THAT FERGUSON SAID THAT THEY ARE NOT HANDLING THE GAS LINE. ASTBURY HAS BEEN IN CONTACT WITH NIPSCO.
- ▶ PAINTING CLARIFIER - HAS A QUOTE BEEN RECEIVED FROM ADVANCED REHABILITATION TECHNOLOGY?
- ▶ COATING QUOTES FOR THE CLARIFIERS. QUOTE FROM NOVEMBER MOTION TO APPROVE THE LESS EXPENSIVE QUOTES FOR THE TWO CLARIFIERS TO BE PAINTED.

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

- ▶ MANHOLE ON OAK STREET TO COAT THE MANHOLE AT A COST OF \$4,200.00

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

- ▶ HYDROGEN SULFIDE IN HEADWORKS EATING CONCRETE THAT THE REBAR IS EATING THE CONCRETE. DEREK'S QUOTE DOES NOT INCLUDE THE BYPASS OF HEADWORKS. IN ORDER TO BYPASS YOU WOULD HAVE TO HAVE THE PIPE OUT. IF THERE IS PLANS TO MOVE HEADWORKS OUTSIDE OF THE BUILDING; THEN YOU WOULD NOT NEED TO REPAIR IT. HEADWORKS BUILT OUTSIDE. IF WE MOVE HEADWORKS OUT; THE ROOM WOULD BE EMPTY. FINE SCREENS ARE OUTSIDE AT MOST FACILITIES. HEAT TRACE. THEN WOULDN'T HAVE TO REPLACE THE HEATER IN HEADWORKS. DISADVANTAGES OF OUTSIDE? COSTS OF USE OUTSIDE? IT COMES AND DUMPS; IF ODER BECOMES AN ISSUE. SCREEN WOULD NEED WATER SUPPLY.
- ▶ LIFT STATION SIGNAGE - HAS NEW STICKER'S BEEN PLACED AT ALL LIFT STATIONS? ASTBURY STILL WAITING FOR THEIRS.
- ▶ REPLACEMENT BLOWERS - STATUS ON A SHIPMENT DATE? (HASKIN TO INSTALL)
- ▶ PORTABLE BYPASS PUMP - UPDATE? DAN IS WORKING ON IT.
- ▶ FALCON'S NEST LIFT STATION - HYDROGEN SULFIDE METER ORDERED? FROM WHOM? QUOTE? DIANE NEEDS PAPERWORK TO SET UP. (\$1,995.00 BOARD APPROVED DEC 22) JOSH WILL GET GARY NEEDED INFO
- ▶ 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**

- ▶ HAS THE 3G TRANSMITTER FROM ONMI SITE BEEN INSTALLED? (VERBAL APPROVAL GIVEN TO BILL ASTBURY AND PASS CHARGE ONTO NPCD (\$299.00 PLUS SHIPPING NO UPCHARGE) ALL 4G OR 5G
- ▶ WATER LINE FIXED SAFECO

- ▶ 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**

- ▶ HEATERS THAT GRIFFIN WAS WORKING ON. BASEBOARD HEAT. BASEMENT AND THE BLOWER ROOM. GARY SAID QUOTE FOR ALWAYS 2 OR 4 BLOWERS RUNNING. IS ONE NEEDED IN THE BLOWER ROOM? BLOWER ROOM AND PUMP ROOM \$7,500.00 AND THE BLOWER ROOM \$9,985.00 HEADWORKS IS \$18,215.00. MOTION TO FIX THE BASEMENT FOR \$7,500.00.

CARRIED

Moved by Gary Brumbaugh, Seconded by Rod Waldron

- ▶ LIFT STATIONS NEEDING AUTO START UPDATE
- ▶ BLOWER QUOTES
- ▶ LIFT STATIONS ADDING AUTO START
- ▶ PUMP AT FALCONS NEST

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

- ▶ FINANCIAL CLERK SECRETARY REPORT
- ▶ MOTION TO APPROVE REPORT AS PRESENTED.

CARRIED

Moved by BOB STUTZMAN, Seconded by Robin Loucks



▶ **UNFINISHED BUSINESS**

Gary Brumbaugh

- ▶ TRAIL PLAN - ROD WALDRON WAS ASKED TO WORK ON THIS
- ▶ MIKE'S FENCING - UPDATE ON QUOTES?
- ▶ CREDIT CARD REWARDS - CREDIT CARD STATEMENT IS NOW IN ROBIN LOUCKS NAME.
- ▶ 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?
- ▶ ROTO ROOTER REPLACED TOILET TANK AT ADM BLDG. ROBIN ON SITE AND ACQUIRED SHOT OFF TOOLS.
- ▶ ROBIN FIXED THE TOILET CONNECTION ON THE SECOND BATHROOM.

▶ **NEW BUSINESS**

Gary Brumbaugh



▶ **ADJOURNMENT**

Gary Brumbaugh

- ▶ MOTION WAS MADE TO CLOSE AT 9:25 P.M.

NOT YET HEARD

- ▶ **THE NEXT NPCD BOARD OF DIRECTOR'S MEETING WILL BE HELD AT THE NPCD ADMINISTRATION BUILDING ON FEBRUARY 28, 2023. THE BOARD WILL CONDUCT THE ANNUAL MEETING AND THE BOARD OF FINANCE MEETING PRIOR TO THE REGULAR SCHEDULED MEETING. THE ANNUAL MEETING WILL COMMENCE AT 6:30 P.M.**

Gary Brumbaugh



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

Diane Clerk/Secretary

▶ *Remarked by Gary Brumbaugh*



▶ *Remarked by Robin Loucks*



▶ *Remarked by Rod Waldron*



▶ *Remarked by BOB STUTZMAN*



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*

