

# MEETING MINUTES NEW PARIS CONSERVANCY DISTRICT BOARD MEETING

## MEETING MINUTES

TUESDAY SEP 27, 2022 6:35 PM-9:05 PM

NPCD ADMINISTRATION BLDG

<b>Chair</b>	Gary Brumbaugh		
<b>Attendees</b>	BOB STUTZMAN Diane Clerk/Secretary Robin Loucks	Brad Smith Eric Cender Rod Waldron	Dave Hollenbeck Karl Cender Todd Kidder
<b>Absent</b>	Josh Koontz		

### ▶ OPEN MEETING

Gary Brumbaugh

### ▶ CHAIRMAN BRUMBAUGH OPENED THE MEETING AT 6:37 P.M.

Gary Brumbaugh

### ▶ WELCOME CITIZENS IN ATTENDANCE

Gary Brumbaugh

### ▶ WELCOMED BRAD SMITH, CITIZEN IN ATTENDANCE.

### ▶ NPCD ATTORNEY

Dave Hollenbeck

### ▶ MINUTES OF THE AUGUST 23, 2022 NPCD PUBLIC HEARING ON THE PROPOSED 2023 BUDGET IN COMPLIANCE?

### ▶ FOUND THE MINUTES IN COMPLIANCE FOR THE PUBLIC HEARING ON THE PROPOSED 2023 BUDGET.

### ▶ MINUTES OF THE AUGUST 23, 2022 NPCD BOARD MEETING IN COMPLIANCE?

### ▶ FOUND THE MINUTES IN COMPLIANCE FOR THE BOARD MEETING.

### ▶ ASTBURY

### ▶ CONTRACT RUNS THROUGH 2023.

### ▶ DIANE REMINDED DAVE THAT THERE ARE THREE POSITIONS TO BE ADVERTISED FOR BOARD OPENINGS COMING UP AT THE 2023 ANNUAL MEETING.

### ▶ CENDER & CO. - NPCD CPA

Karl Cender

### ▶ AUGUST FINANCIALS

Karl Cender

### ▶ BALANCE SHEET - CASH OPERATING FUND. BALANCE IS NEGATIVE \$9K. WHAT THEY RECOMMEND IS A TRANSFER FROM THE INVESTMENT FUNDS TO THE OPERATING FUND. THEY WILL HAVE RECOMMENDATION TO THE BOARD FOR THE NEXT BOARD MEETING.

### ▶ SOME OF THE LARGER PURCHASES WILL BE PLACED IN CAPITAL EXPENDITURES TO BE ABLE TO TAKE DEPRECIATION ON THOSE EXPENSES.

### ▶ ACCOUNT RECEIVABLE RECONCILED TO BALANCE SHEET. ROBIN WILL HAVE TO DO A TRANSFER OF FUNDS IN INTERRA.

### ▶ AUGUST BANK REC

Karl Cender

### ▶ PURCHASE ORDER SUGGESTIONS NEXT MONTH.

Karl Cender

### ▶ INSURANCE TRUSTEES

Todd Kidder

- ▶ PROPERTY COVERAGES. SELECTIVE INSURANCE. INFLATION GUARD ON POLICY. POLICY WENT UP 3%. WITH A \$2,500.00 DEDUCTIBLE.
  - ▶ ONE THING NOT INCLUDED IN THE POLICY IS EARTHQUAKE COVERAGE. BOB QUESTIONED THE COVERAGE INCREASE WITH THAT INCLUDED THAT IT IS ABOUT 10% OF THE PROPERTY PREMIUM.
  - ▶ BUSINESS AUTO. NON OWNED VEHICLE. TO COVER ANY ACCIDENTS.
  - ▶ INLAND MARINE. UNDERGROUND PIPES.
  - ▶ PUBLIC OFFICIALS LIABILITY INSURANCE IS \$1 MIL COVERAGE.
  - ▶ CYBER LIABILITY WE HAVE \$1 MIL.
  - ▶ SELECTIVE COVERS SPECIAL NEEDS FOR THE CONSERVANCY DISTRICT.
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- ▶ \$16,780.00 APPROVED BY THE BOARD ON THE 3% INCREASE.

**CARRIED****Moved by Robin Loucks, Seconded by BOB STUTZMAN**

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

Robin Loucks

- ▶ PLEASE REFER TO THE PRESIDENT OF THE BOARD OF FINANCE REPORT ATTACHED
  - ▶ DEPOSIT TRACING ROBIN WENT THROUGH HIS FINDINGS
  - ▶ INTERRA FINANCES EARNING APROX \$1K PER MONTH.
  - ▶ GIFT CERTIFICATES OR REDEEMED FOR CASH.
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- ▶ THE BOARD OF THE NEW PARIS CONSERVANCY BOARD APPOINTS ROBIN LOUCKS AS THE CURRENT PRESIDENT OF THE BOARD OF FINANCE, TO ACT AS THE CONTROL REGARDING TO THE DISTRICT'S CREDIT CARD. THE BOARD ALSO APPROVES ALBERT J LANE TO BE REMOVED FROM SAID CREDIT CARD IF APPLICABLE.

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

### ▶ **REVIEW AND OR APPROVE AUGUST 22, 2022 BOARD MINUTES**

Gary Brumbaugh

- ▶ APPROVED AS PRESENTED

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

### ▶ **REVIEW AND OR APPROVE AUGUST 22, 2022 MINUTES OF THE PUBLIC HEARING**

Gary Brumbaugh

- ▶ MINUTES APPROVED AS PRESENTED

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

### ▶ **REGISTER OF CLAIMS**

Gary Brumbaugh

- ▶ MOTION TO APPROVE REGISTER OF CLAIMS AS PRESENTED.

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

### ▶ **PAST DUE REVIEW**

Gary Brumbaugh

▶ **LIENS**

Gary Brumbaugh

▶ **CUSTOMER ISSUES**

Gary Brumbaugh

## ▶ PAYGOV PAYMENTS - COVERED IN FC SEC RPT

▶ **PROJECTS 2022**

Gary Brumbaugh

## ▶ PAINTING OF PLANT TABLED UNTIL PLANT UPGRADES DISCUSSED

## ▶ TURTLE TOP REHAB (2021) 22 2022

## ▶ INFORMATION TECHNOLOGY - OFFICE - SBS PORTALS ROBIN WAS ASKED TO GIVE UPDATE IN SEPTEMBER

## ▶ SOLAR ENERGY FOR PLANT \$50K BUDGETED FOR THE PLANT

## ▶ FERRIC TANKS

## ▶ CLEANING OF SEWER FLOW SYSTEM 20%

## ▶ UV PROJECT ROBIN BELIEVES THE CORRECT CONTROL CAME IN.

## ▶ LIFT STATION REHABILITATION 6 &amp; 15 AND MEANDERING MEADOWS

▶ **ASTBURY WATER TECHNOLOGIES GROUP - PLANT OPERATIONS - NOT PRESENT**

Josh Koontz

## ▶ OPERATIONS REPORT

## ▶ APPROVED AS SUBMITTED

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

## ▶ PIPING BEGINNING TO RUST. ROD ASKED WHY THEY COULDN'T PUT RUSTLUEOM ON IT TO SLOW DOWN THE RUST UNTIL WE REHAB THE PLANT.

## ▶ GENERATOR PLUG CORDS. REQUESTING 2 CORDS AT A COST OF \$5,750.00. EVAPAR IS ON OUR VENDOR LIST.

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

## ▶ CHAIRMAN ASKED DIANE IF JOSH GOT WITH INDIANA STATE HWY ON SR 15 AND CR 146 TURN LANES. CHAIRMAN WILL GET WITH OPERATIONS.

## ▶ BLOWER QUOTES

## ▶ LIFT STATIONS ADDING AUTO START

## ▶ RECYCLING

## ▶ SBS MAP PROJECT

## ▶ PURCHASE ORDER FLOW/SBS PORTALS

## ▶ PURCHASE ORDER APPROVAL

## ▶ PUMP AT FALCONS NEST

## ▶ OAK STREET MANHOLE - 2 HOUSES AFFECTED CHAIRMAN THOUGHT ASTBURY TREATED AS EMERGENCY AND PROBLEM QUICKLY RESOLVED.

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

## ▶ FINANCIAL CLERK SECRETARY REPORT

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- ▶ MOTION TO APPROVE REPORT AS SUBMITTED

**CARRIED**

**Moved by Robin Loucks, Seconded by BOB STUTZMAN**

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- ▶ PAYMENTS ON PRODUCTS BY DECEMBER 31, 2022. MOTION TO APPROVE REQUEST.

**CARRIED**

**Moved by Robin Loucks, Seconded by BOB STUTZMAN**

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- ▶ NEW QUOTE ON SNOW PLOWING. INCLUDING SALT. JOHNSON'S IS WORKING ON IT.

- ▶ VACATION DAY SEPTEMBER 30TH? APPROVED.

**CARRIED**

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

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▶ **UNFINISHED BUSINESS**

Gary Brumbaugh

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- ▶ TRAIL PLAN - ROD WALDRON WAS ASKED TO WORK ON THIS
- ▶ SBS PORTALS - ROBIN LOUCKS WAS ASKED TO TAKE THIS OVER
- ▶ ONE PLANT NEEDS REPLACED - DECISION WAS MADE BY CHAIRMAN NOT TO REPLACE PLANT AS WE HAVE NOT PAID FOR IT YET. JOHNSON'S WILL COME AND TEAR OUT PLANT.
- ▶ CREDIT CARD REWARDS
- ▶ FLAG & POLE FOR ADMINISTRATION BLDG

▶ **NEW BUSINESS**

Gary Brumbaugh

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- ▶ **SOLAR OCTOBER TO COME AND TALK TO THE BOARD.**

Gary Brumbaugh

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▶ **ADJOURNMENT**

Gary Brumbaugh

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- ▶ MEETING WAS ADJOURNED AT 8:28 P.M.

**CARRIED**

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

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- ▶ **THE NEXT NPCD BOARD OF DIRECTOR'S MEETING WILL BE HELD AT THE NPCD ADMINISTRATION BUILDING ON OCTOBER 2, 2022. THE MEETING WILL COMMENCE AT 6:30 P.M.**

Gary Brumbaugh

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

Diane Clerk/Secretary

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*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*

