

TUESDAY SEP 26, 2023 6:45 PM-9:15 PM

**Chair** Gary Brumbaugh

**Attendees** BOB STUTZMAN  
Diane Clerk/Secretary  
Karl Cender  
Rod Waldron

Brad Smith  
DONN NEFF  
KENNY JONES JR  
Thomas B. Astbury

Dave Hollenbeck  
Eric Cender  
Robin Loucks  
Todd Kidder

**Absent** Josh Koontz

## ▶ OPEN MEETING

Gary Brumbaugh

## ▶ Meeting was opened at 6:35 p.m.

Gary Brumbaugh

## ▶ WELCOME CITIZENS IN ATTENDANCE

Gary Brumbaugh

▶ Gary welcomed Brad Smith citizen in attendance.

▶

## ▶ NPCD ATTORNEY

Dave Hollenbeck

▶ MINUTES OF AUGUST 22, 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 GUIDANCE AND FOUND NO ISSUES.

▶ CONSUMER TRAINING PROGRAM FOR CUSTOMER SERVICE. DAVE IS ON THE BOARD OF THE BOYS AND GIRLS CLUB; THEY JUST TOOK ON ANOTHER MEMBER WHO HAPPENS TO TRIAN ON CUSTOMER SERVICE. PROGRESS.

▶ SOLAR ENERGY UPDATE - FROM LEGAL POSITION WE ARE IN COMPLIANCE WITH THE CONTRACT AND LAWS DAVE HAS BEEN MONITORING. EVERYTHING IS ON TIME AND ON BUDGET. DAVE HAS REVIEWED AD. OCTOBER 12TH IS THE DUE DATE FOR SEALED BIDS. PRE BID MEETING WILL BE ON OCTOBER 3RD AT 10:00 A.M. GARY ASKED HOW VENDORS WERE NOTIFIED. DAVE STATED BY NEWSPAPER AND THE COMPANY WE HAVE HIRED TO DO THIS. WITH FOUR TO SIX COMPANIES THAT THEY HAVE WORKED WITH IN THE PAST. CAN GET BIDS BY TARGETING VENDORS. ADVANTAGE OF WORKING WITH SOMEONE WHO IS EXPERIENCED IN PERFORMING TASKS AT HAND.

▶ DIANE HAS FORWARDED TO DAVE THE BOARD LEGAL NOTICES TO BE PLACED IN THE NEWSPAPER; IN REGARDS TO BOARD POSITIONS OPEN; WHICH ARE DISTRICT III AND IV. IV IS TO COMPLETE THE TERM UNTIL 2025.

▶ INSURANCE PACKET THAT DIANE FORWARDED TO DAVE; BELIEVES IT IS CONSISTENT AND COVERS THE NEEDS OF THE DISTRICT. THERE ARE FEWER AND FEWER COMPANIES WILLING TO INSURE PUBLIC ENTITIES. THE PREMIUMS; THE LIKELY HOOD OF RECEIVING LOWER QUOTES IS SLIM TO NONE.

▶ JULY ACCIDENT MONITORING ON THE CLEAN UP AND WHAT IS HAPPENING WITH IDEM. THE CONTRACTOR WILL BE GIVING US A WRITTEN REPORT; DAVE REQUESTED THAT HE RECEIVE A COPY OF THE REPORT. THIS HAS NOT BEEN FORWARDED TO DIANE OR DAVE. DAVE WILL CHECK WITH IDEM.

## ▶ CENDER & CO. - NPCD CPA

Karl Cender

▶ ERIC WILL ALSO NEED A COPY OF THE FORM 4 TO UPLOAD TO DLGF. THE DISTRICT WILL BE RECEIVING A 1742 NOTICE IN NOVEMBER OR DECEMBER. THEY ARE EXPECTING THE BUDGET TO BE APPROVED AS PRESENTED.

▶ AUG FINANCIAL RECAP NO ISSUES

▶ BALANCE SHEET AT THE END OF AUGUST. STARTING TO SEE THE IMPACT OF THE ACCIDENT COSTS AND CAPITAL IMPROVEMENT.

- ▶ INCOME STATEMENT; OPERATIONS UNDER GENERAL TAX FORM; THE MONIES WAS RECEIVED IN THE OPERATION FUND AND TRANSFERRED TO THE GENERAL TAX FUND. PROJECTED AMOUNT WILL EQUAL OUT TO THE BUDGET AMOUNT RECEIVED. THE \$200,000.00 IS ONLY TO COVER THE BUDGET IF THE COSTS GO ABOVE OUR BUDGETED AMOUNT.
- ▶ TO PAY FOR THE ACCIDENT DAMAGES FROM THE GENERAL TAX FUND. GARY STATED THAT WE STILL NEED TO REPLACE THE FERRIC CHLORIDE TANKS.

▶ **INSURANCE TRUSTEES - TODD KIDDER**

Todd Kidder

- ▶ TODD HANDED OUT INSURANCE OVERVIEW FOR THE DISTRICT. COVERING THE ADM BLDG ALONG WITH THE PLANT.
  - ▶ BLANKET OF COVERAGE IS \$4.1 MILLION IS EXHAUSTED.
  - ▶ COMMERCIAL GENERAL LIABILITY: 2 MIL FOR EACH OCCURANCE.
  - ▶ BUSINESS AUTO SECTION; 1MIL COVERAGE TO COVER PERSONAL VEHICLE.
  - ▶ COMMERCIAL INLAND MARINE 1.2 MIL WITH \$10K DEDUCTIBLE
  - ▶ COMMERCIAL CRIME SECTION. 25,000.00 WITH A 500.00 DEDUCTIBLE
  - ▶ PUBLIC OFFICIALS LIABILITY \$1 MILLION COVERAGE WITH A 5K DEDUCTIBLE
  - ▶ COMMERCIAL UMBRELLA LIABILITY SECTION 1 MIL
  - ▶ WORKMANS COMP GOES BY EMPLOYEE SALARY
  - ▶ CYBER LIABILITY ACTUALLY WENT DOWN FOR 1 MIL COVERAGE WITH 10K RETENTION
  - ▶ TODD GAVE DIANE AN APP; DIANE FORWARDED TO ROBIN. TODD WENT OVER THE COSTS VS LONG TERM COSTS
  - ▶ DIANE REPORTED THE POLICY HAS BEEN SCHEDULED FOR PAYMENT.
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- ▶ MOTION TO APPROVE THE INSURANCE PREMIUM FOR 2024 - 2025 FOR \$19,557.

**CARRIED**

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

▶ **JPR - NPCD ENGINEER**

KENNY JONES JR

- ▶ KENNY ONLY HAS ONE QUESTION. OLD LIFT STATION TOPIC. HE STILL DOES NOT HAVE AN UPDATED PROPOSAL FOR THE 6 & 15 LIFT STATION. HE HAS NOT BEEN ABLE TO OBTAIN THE INFORMATION FROM FERGUSON WATERWORKS OUT OF SOUTH BEND. AN OPTION WOULD BE TO HAVE JPR CREATE A BIDDING PACKAGE TO OBTAIN QUOTES FOR THE DIFFERENT LIFT STATIONS THAT WE NEED UPGRADED. KENNY WILL GET WITH GARY ON THE NUMBERS; THE BOARD HAS ALREADY GIVEN GARY PERMISSION TO ACT ON BEHALF OF THE BOARD. DON ASKED IF KENNY IS SPEAKING TO MIKE AT FERGUSON AND YES HE IS. ROBIN WANTED TO KNOW IF WE DID NOT GO WITH FERGUSON WE WOULD HAVE TO PUT IT OUT FOR BIDS? BOB SAID THE ONLY COMPANY THAT COMES CLOSE TO THEM ARE BL ANDERSON. BOB HAS DONE HIS OWN PRICING; AND THERE IS NO JUSTIFIABLE PRICING BETWEEN BL ANDERSON AND FERGUSON.
- ▶ TOM ASTBURY WOULD LIKE JPR TO BE INVOLVED IN THE FERRIC CHLORIDE PROJECT. ADVANTAGES TO HAVE AN ENGINEERING HANDLE THE PROJECT. STORAGE AND INFRASTRUCTURE. KENNY ASKED IF IT TRIGGERED AN IDEM PERMIT; AND YES IT DID. LAKELAND WAS A LITTLE DIFFERENT BECAUSE IT WAS A NEW HOOK UP. IDEM HAS MORE SUBJECTED OF A PLANNED OR INTERRUPTION. IT IS ALL TIED TO THE NPCD DISCHARGE PERMIT. HE WOULD RATHER ASK THE QUESTION TO IDEM. DIANE ASKED FOR KENNY TO BILL US SEPARATELY WITH CHARGES ASSOCIATED WITH THE ACCIDENT. DONN ASKED IF IDEM HAS DONE AN EXAMINATION AFTER THE ACCIDENT. VALVES INSIDE OF CONTAINMENT. DONN HAS ASKED HASKINS, OREC CHEMICAL HE HAS RECEIVED QUOTES FROM THEM. TANKS AND PIPING AND THE LABOR. THE ONE THING HAS QUESTION ON DISPOSAL OF THE OLD TANKS. ROBIN STATED THAT INSERV STATED THAT THEY WOULD COME AND PICK UP THE TANKS. IT MEETS ALL OF IDEM'S REQUIREMENTS. DONN WILL SEND OUT A MORE DETAILED EMAIL. TOM WILL EMAIL KENNY AND GARY THE INFORMATION FROM THE LAKELAND PROJECT. SELGE, HASKINS AND OREC WERE CONTACTED FOR PRICING. \$44K IS FROM OREC.

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

Robin Loucks

- ▶ AUGUST BOARD REPORT APPROVED AS PRESENTED.

**CARRIED**

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

- ▶ DEPOSIT TRACING DONE WITH NO EXCEPTIONS.  
 ▶ INVESTMENTS  
 ▶ 7 MO BUSINESS CERTIFICATE. MATURES IN OCTOBER.

- ▶ REVIEW AND OR APPROVE JUNE 27, 2023 BOARD MINUTES (ROBIN CANNOT SIGN)

**CARRIED**

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

- ▶ **REVIEW AND OR APPROVE JULY 25, 2023 BOARD MINUTES . (BOB AND ROD CANNOT SIGN) NOT A QUAREM TO APPROVE DONN HAD TO LEAVE EARLY.**

Gary Brumbaugh

- ▶ REVIEW AND OR APPROVE PUBLIC HEARING ON BUDGET AUGUST 22, 2023 BOARD MINUTES (DONN CANNOT SIGN)

**CARRIED**

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

- ▶ REVIEW AND OR APPROVE MINUTES FROM AUGUST 22, 2023 BOARD MINUTES

**NOT YET HEARD**

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

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

Thomas B. Astbury

- ▶ MOTION TO APPROVE ASTBURY REPORT AS PRESENTED.

**CARRIED**

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

- ▶ FERGUSON STATED THAT THE TURTLE TOP GENERATOR WAS DELAYED IT WAS DETERMINED GAS PRESSURE TO HIGH FROM THE NIPSCO END.  
 ▶ IBEAMS SPANNING THE CLARIFIERS WERE NOT PAINTED DURING THE PROJECT AND IT WAS NOT INCLUDED IN THE QUOTE. ROBIN ASKED HOW BAD ARE THEY. ROBIN ALSO STATED HE BELIEVES WERE ARE OUT OF SEASON TO BE GETTING PAINTING AT THIS TIME OF YEAR.  
 ▶ DIGESTER TANK CLEANING NOT COMPLETE.  
 ▶ 6 & 15 WILL BE TAKEN TO REED ELECTRIC FOR APPROVED REPAIRS ONCE THE MISSIONARY LIFT STATION PUMP IS READY FOR PICK UP.  
 ▶ SMART CABINETRY ARE BEING OBSERVED. THE PLANT IS HAVING A HIGH AMONIA COUNT. DEWATERING AND FILTERING PROCESS. BOD IS THE OXYGEN COMMAND THAT IT REQUIRES TO REMOVE AN ORGANIC CONTENT FROM THE LINE. IT TAKES UP ALOT OF THE AERATION AT THE PLANT. GARY ASKED WHAT THEY ARE DISCHARGING THAT CAUSES THIS ISSUES? JOSH IS THE ONE TO EXPLAIN THAT FURTHER.  
 ▶ DIANE ASKED TOM FOR AN INVOICE FOR THE TESTING ON SMART CABINETRY SO THAT SHE CAN RECOUP THE COSTS FROM SMART. TOM SAID HE WOULD LOOK INTO IT AND ADVISE.

▶ **FINANCIAL CLERK/SECRETARY REPORT**

Diane Clerk/Secretary

- ▶ FC/SEC REPORT APPROVED AS PRESENTED

**CARRIED**

Moved by Robin Loucks, Seconded by Rod Waldron

- ▶ REGISTER OF CLAIMS APPROVE AS PRESENTED.

**CARRIED**

Moved by BOB STUTZMAN, Seconded by Robin Loucks

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

▶ **UNFINISHED BUSINESS**

Gary Brumbaugh



▶ **NEW BUSINESS**

Gary Brumbaugh

- ▶ DIANE PRESENTED TO THE BOARD THE LEGAL ADS TO GO TO THE GOSHEN NEWS.
- ▶ SOLAR PANEL BID MEETING TO BE HELD AT ADM ON OCTOBER 11, 2023
- ▶ EDU REPORT GIVEN TO THE BOARD; TABLED FOR BOARD REVIEW UNTIL OCTOBER'S BOARD MEETING.



▶ **ADJOURNMENT**

Gary Brumbaugh

- ▶ THE MEETING WAS CLOSED AT 8:26 P.M.

**CARRIED**

Moved by Rod Waldron, Seconded by Robin Loucks

- ▶ **THE NEXT NPCD BOARD OF DIRECTOR'S MEETING WILL BE HELD AT THE NPCD ADMINISTRATION BUILDING ON OCTOBER 24 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*