

ALLEN COUNTY REGIONAL WATER AND SEWER DISTRICT
BOARD OF TRUSTEES MEETING**February 22, 2017

Citizen's Square, 200 East Berry Street, Room 035, Garden Level @ 12:00 p.m.

Minutes

CALL TO ORDER

Justin Brugger, Board Vice President, called meeting to order at 12:00p.m.

ATTENDANCE

Board Members present were Adam Day, Win Rood, MJ Klinker, Justin Brugger, and Matthew Wirtz. Ric Zehr, Charles Ray, Kenny Neumeister were absent. Support staff present were Ben Adams, Vince Heiny, Ted Nitza, and Marlie Reed.

APPROVAL OF MINUTES

Mr. Brugger made a motion to approve both January and February Board Meeting Minutes at March Board Meeting. All ayes cast.

TREASURER'S REPORT:

Ms. Reed gave a brief summary of claims to be paid. All Claims were approved. Mr. Rood recommends \$2500 limit on credit card to be raised to \$3000 for general expenses. Motioned for approval. All ayes cast.

MAINTENANCE REPORT

Mr. Baggett reviewed monthly report with board. He stated they are analyzing lift stations and doing customer audits. He reported that the Field Office has received some quotes for remodeling.

COMMITTEE REPORTS:

Finance Committee: Mr. Nitza presented report in detail. Recommendations from Mr. Nitza, from the report, are items "B" and "C" of VII for consideration. Mr. Rood motioned for approval. Mr. Brugger seconded motion. All ayes cast.

New Development Committee: Mr. Klinker presented report and summarized recommendations. He states no recommendations need action today.

Hoagland Infrastructure Committee: Mr. Nitza stated there was no meeting this past month and committee is on pause.

PUBLIC COMMENTS

Jennifer Christ introduced herself as Office Manager candidate for the District and thanked Board for their consideration. Steve Miller asked why Platter Parkway was 100% flow increase. Mr. Brugger stated he would investigate and report back to Mr. Miller.

COMMITTEE REPORTS (cont.):

Personnel Committee: Mr. Nitza stated there was no meeting for January or February. He stated there is an on-going effort to review a retirement plan and benefits for District Employees. Mr. Nitza reports that the Office Manager position for the District is vacant and the committee is working towards fulfilling it.

EXECUTIVE DIRECTOR'S REPORT

Mr. Brugger states Mr. Neumeister was absent. Mr. Brugger gave thanks to those who have been providing assistance.

PROJECT UPDATES-2014-2015 PER PROJECTS (finished construction):

Mr. Adams stated no update and all projects are complete. He stated there has been one complaint regarding restoration and paving. He stated paving cannot begin until Spring.

PROJECT UPDATES-2015-2016 PER PROJECTS (bids writing right now):

Mr. Adams presented updates. Mr. Adams asked for consideration for authorizing Ric Zehr to sign construction contracts and issue notice-to-proceeds, upon closing the SRF loan and approval of Mr. Heiny and Mr. Adams. Mr. Day motioned. All ayes cast.

PROJECT UPDATES 2016-2017 PER PROJECTS (submitted to IDEM for consideration for 2017):

Mr. Adams stated no update.

NEW BUSINESS:

Mr. Heiny asked for consideration of Inter-local Agreements with City of Fort Wayne for the following project areas:

- Andar Trail/Pion Road
- Lynnbrook Drive/Union Chapel
- Glen Elm, Leo Road, Sonata Drive
- Carroll Road/Hand Road

Mr. Heiny explained the contracts in detail. Mr. Rood motioned for the above Inter-local Agreements to be approved. Mr. Day seconded motion. All ayes cast.

Mr. Heiny asked for consideration for SRF Bond Ordinance 2017-02-1. Mr. Heiny explained Ordinance in detail. Mr. Brugger called a roll-call vote for approval of the Ordinance. All Board Members present approve. Mr. Brugger motioned to have the Ordinance be read a second time, by title, and the opportunity for any amendments. Mr. Wirtz seconded his motion. Mr. Brugger called a roll-call vote. All Board Members present approve. Mr. Brugger motioned that the Ordinance be adopted as read. Mr. Day seconded the motion. Mr. Brugger called a roll-call vote. All Board Members present approve. Bond Ordinance 2017-02-01 was formally adopted.

ADJOURNMENT

At 12:52p.m. the meeting is adjourned by Mr. Brugger.

Prepared By: Marlie Reed, BCS Management

MJ Klinker, Secretary