

ALLEN COUNTY REGIONAL WATER AND SEWER DISTRICT

BOARD OF TRUSTEES MEETING\*December 12, 2018

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

MINUTES

CALL TO ORDER

Mr. Zehr, President, called the meeting to order at 12:00 pm

ATTENDANCE

- Board Members present were: President: Ric Zehr, Vice-President: Justin Brugger, Treasurer: Win Rood, Secretary: MJ Klinker, Matthew Wirtz, Gary Chapple, Kevin McDermit and Jim Orr. ACRWSD Staff: Executive Director: Jeff Morris, Office Administrator: Erika Beachem, Field Service Manager: Scott Lee. Support Staff: District Engineer: Ben Adams of Commonwealth Engineers, Inc. and Vince Heiny of Carson LLP. There were 02 visitors: Nathan Baggett and DeWayne Nodine of FWCU.

APPROVAL OF MINUTES

Mr. Rood made a motion to approve the November 14<sup>th</sup>, 2018 Board Minutes as distributed and reviewed. Mr. Brugger seconded the motion. **All ayes cast.**

TREASURER'S REPORT

Mr. Rood reviewed the December 2018 bills to be paid and bank balances summary. Mr. McDermit motioned to approve and Mr. Brugger seconded the motion. **All ayes cast.**

APPROVAL OF PAYMENT TABS

Mr. Adams reviewed and recommended the Board approve the Commonwealth Engineers (\$35,685.60) and Rothenberger Company, Inc. (\$226,633.42) claims totaling \$262,319.02. Mr. Rood made a motion to approve the claims to be paid. Mr. McDermit seconded the motion. **All ayes cast.**

APPROVAL OF PAYMENT TABS

• Invoice #42849	– Commonwealth Engineers, Hoagland Regionalization - Construction Engineering	\$ 12,332.96
• Invoice #42850	– Commonwealth Engineers, Hoagland Regionalization - RPR (Inspection)	\$ 7,170.55
• Invoice #42851	– Commonwealth Engineers, Hoagland Regionalization - Additional Services	\$ 2,175.33
• Invoice #42852	– Commonwealth Engineers, Hoagland Regionalization - Construction Engineering (City Led)	\$ 2,946.82
• Invoice #42853	– Commonwealth Engineers, Hoagland Regionalization - Construction Engineering (District Led)	\$ 2,943.10
• Invoice #42854	– Commonwealth Engineers, Hoagland Regionalization - Easement Assistance (District Led)	\$ 694.68
• Invoice #42856	– Commonwealth Engineers, Hoagland Regionalization – Engineering (Maples Felt Place-Aljean)	\$ 5,150.05
• Invoice #42857	– Commonwealth Engineers, Hoagland Regionalization & Sewer System Rehab	\$ 2,272.11
• Payment Tab #01	– Rothenberger Company, Inc., Contract “B” Grinder Pumps & Force Main – Project 2	\$ <u>226,633.42</u>
	<b>Total:</b>	<b>\$ 262,319.02</b>

EXECUTIVE DIRECTOR REPORT: Reported by Mr. Morris – Board Recommendation

- **2019 Operations Budget**

Mr. Morris reviewed and recommended the Board approve the 2019 Operations Budget (\$4,968,384.00). Mr. Rood made a motion to approve the budget with Mr. Brugger’s amended motion to transfer \$5,300 from Miscellaneous Expenses (line 43) to (line 33) to cover the (6%) Staff Retirement Match Expenses. Mr. McDermit seconded the motion. **All ayes cast.**

MAINTENANCE REPORT: Reported by Mr. Baggett – No Board Recommendation

COMMITTEE REPORTS AND RECOMMENDATIONS:

**Finance Committee:** Reported by Mr. Brugger – No Board Recommendation

**Personnel Committee:** Reported by Mr. Brugger – No Board Recommendation

**New Development Committee:** Reported by Mr. Klinker – No Committee Activity Report

**Infrastructure Management Committee:** Reported by Mr. Wirtz – No Committee Activity Report

PUBLIC COMMENTS:

At 12:19 pm Mr. Zehr opened the floor for public comments.

- **No public comments.**

PROJECT UPDATES: Reported by Mr. Adams – No Board Recommendation

- 2015-2016 (2017 CONSTRUCTION) – **Complete**
- 2016-2017 (2018 CONSTRUCTION)

OLD BUSINESS: **None.**

NEW BUSINESS:

- 2019 Board Meeting Schedule

Mr. Klinker reviewed and recommended the Board approve the 2019 Board Meeting Schedule. Mr. Wirtz seconded the motion. **All ayes cast.**

ADJOURNMENT:

**Mr. Wirtz made a motion to adjourn the meeting. Mr. Brugger seconded the motion. All ayes cast. The meeting was adjourned at 12:22 pm.**

Respectfully submitted,

Erika Beachem, District Office Administrator



MJ Klinker, Secretary

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