

ALLEN COUNTY REGIONAL WATER AND SEWER DISTRICT

BOARD OF TRUSTEES MEETING*January 23, 2019

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

MINUTES

OATH OF OFFICE

Tim Roy

CALL TO ORDER:

Mr. Zehr, President, called the meeting to order at 12:01 pm

ATTENDANCE:

- MJ Klinker and Matthew Wirtz were (Absent). Board Members present were: President: Ric Zehr, Vice-President: Justin Brugger, Treasurer (Vacant), Matthew Wirtz, Gary Chapple (Late), Kevin McDermit, Jim Orr and Tim Roy. 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 04 visitors: DeWayne Nodine of FWCU, Ted Nitza – Allen County Property Owner, Steve and Judy Miller of 4814 N. Webster Road.

SLATE OF OFFICERS FOR 2019:

- Mr. Brugger made a motion to nominate Ric Zehr as President; MJ Klinker as Vice President; Justin Brugger, Treasurer and Jim Orr as Secretary. Mr. Brugger also made the motion to have the Executive Officers replace the Operations Committee. Mr. McDermit seconded the motion. **All ayes cast.**

FORMATION OF COMMITTEES:

- Mr. Zehr requested to hold until Committees have time to meet and further discuss with Mr. Roy.

APPROVAL OF MINUTES:

- Mr. Brugger made a motion to approve the December 12th, 2018 Board Minutes as distributed and reviewed. Mr. McDermit seconded the motion. **All ayes cast.**

TREASURER'S REPORT

- Mr. Morris reviewed the January 2019 bills to be paid and bank balances summary. Mr. Brugger motioned to approve and Mr. McDermit seconded the motion. **All ayes cast.**

APPROVAL OF PAYMENT TABS

Mr. Adams reviewed and recommended the Board approve Advanced Rehabilitation Technology (\$39,443.46); Underground Contractors, Inc. (\$339,187.05) and Rothenberger Company, Inc., (\$364,300.35) claims totaling \$742,930.86. Mr. Orr made a motion to approve the claims to be paid. Mr. Brugger seconded the motion. **All ayes cast.**

- Payment Tab #01 – Advanced Rehabilitation Technology, Manhole Improvements \$ 39,443.46
- Payment Tab #01 – Underground Contractors, Inc. Village of Maples – Felt Place – Aljean Drive \$ 339,187.05
- Payment Tab #02 – Rothenberger Company, Inc., Contract "B" Grinder Pumps & Force Main – Project 2 \$ 364,300.35
- Total: \$ 742,930.86**

EXECUTIVE DIRECTOR REPORT: Reported by Mr. Morris – No Board Recommendation

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

COMMITTEE REPORTS AND RECOMMENDATIONS:

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

- Contingency Budget

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

New Development Committee: Reported by Mr. McDermit – No Board Recommendation

Infrastructure Management Committee: Reported by Mr. McDermit – No Board Recommendation

PUBLIC COMMENTS:

At 12:13 pm Mr. Zehr opened the floor for public comments.

- **No public comments.**

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

- 2016-2017 (2018 CONSTRUCTION)

OLD BUSINESS: None.

NEW BUSINESS:

- **INDOT DES 1383675: 1600316 1600317 - I 469 at US 24 Interchange- Allen Co, IN- Work Plan – Georgian Park Service Area**
Mr. Adams discussed the referenced work plan submitted to IDEM in October, 2018. Due to final drainage modifications by INDOT, the District was required to relocate a portion of their transmission main and one air release valve manhole (ARVMH). Mr. Adams presented to the Board a quote from Underground Contractors, Inc. (who was the contractor for the original Georgian Park project) to install approximately 200' of new 4" force main at an average depth of 13' and install a new ARVMH for \$21,000 and recommended they proceed with the work as directed by INDOT prior to INDOT's March/April interchange modifications bid letting. Mr. Orr made a motion to move forward with implementing the proposed work plan and Mr. McDermit seconded the motion. **All ayes cast.**
- **2019 General Service Agreement (Task Order 2019-01)**
Mr. Adams presented Commonwealth's proposed 2019 General Engineering Services Agreement for Board Approval which includes an hourly not to exceed fee arrangement of \$30,000. Mr. Roy made a motion to approve Commonwealth's agreement and Mr. Orr seconded the motion. **All ayes cast.**
- **2017/2018 Leftover Contingency Money**
Follow up to the New Development and Infrastructure Committee; Mr. McDermit requested an update from the Finance Committee on available leftover contingency money. Mr. Adams will provide this information to the Finance Committee for review.

ADJOURNMENT:

Mr. Roy made a motion to adjourn the meeting. Mr. Orr seconded the motion. All ayes cast. The meeting was adjourned at 12:21 pm.

Respectfully submitted,

Erika Beachem, District Office Administrator



MJ Klinker, Secretary

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