

WELLS COUNTY REGIONAL SEWER DISTRICT BOARD MEETING MINUTES
September 14, 2020

Board members present:

Mike Mossburg
Leon Berning
L.A. Brown
Bruce Stinson
Andy Stoller

Nate Rumschlag, County Engineer
Ryan Lefeld, Choice One Engineering
Davis Lamm, BCS Management

Call to Order

Mike called the meeting to order with a prayer and pledge.

Approval of Minutes

Nate presented the minutes to the board from the last meeting. Motion to approve the minutes as presented, by Leon, seconded by Bruce. Motion carried 5-0.

Payment of Claims / Reconciliation of Claims

Nate presented the claims to the board including claims approved pending deposit of funds. Andy asked for more information on the T&M requests from consultants issuing invoices. Following the request by Andy he motioned to approve the claims as presented. Motion was seconded by LA Brown. Motion carried 5-0.

Honegger, Ringger & Co., Inc.

Trent Bucher, CPA for Honegger Ringger & Co came before the RSD board to discuss the potential for the district to hire Trent as the board controller. Trent presented to the board his credentials and that he is currently working with various firms in the county as their controller and is the current treasurer of the Wells County Chamber of Commerce.

Board discussed with Trent options on billing software and alternatives. Barry Scherer, Adams County RSD Superintendent, attended the meeting and discussed that the options with Trent are a model to what Adams County is currently functioning in.

Mark also reviewed the account statements and reconciliation process necessary for the SBOA. Leon also mentioned that Adams-Wells Internet is a possible billing provider.

Following the discussion Trent offered to send over a master services agreement for 2020-2021 for board considerations.

Project Engineering Status Update - Choice One Engineering

Ryan gave the board an update on the project design status. Ryan pointed out to the board that a critical path item is the IDEM permit process and his goal is to have permits in hand before the bid opening.

Ryan is asking for a working group to be assigned to review the projects and could walk the project sites and routes for proposed sewers.

Other critical path items include the INDOT permits and railroad permits. Choice One Engineering also met with Barry Scherer since the August meeting to review specific design details and system options. LA Brown and Nate attended the meeting and several design decisions were made and will be helpful. LA Brown agreed that this was a

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very helpful meeting. Decisions on the lift stations for both Liberty Center and Murray are underway. The locations are tentative and should be final for easement acquisition before the next meeting. Both property owners have expressed their willingness to allow the work.

Ryan is also working to finalize the connection points with Bluffton on the plans and detail any specification requirements by the City.

Ryan is attempting to have SRF finally approve the PER and any environmental clearances. 75% review set will be sent October 15th and 95% review set will be sent November 15th. The plan will be to have a public meeting for the October 19th normal board meeting to allow for comments on the 75% design set.

Concerns will be INDOT and IDEM permits. Goal will be to have both at one meeting.

LA Brown asked how are you going to handle the rate questions?

Ryan – the rates will depend on contract bid results and what our goals are.

Barry from the audience commented that you want to tame down the discussion and end the miss information that it costs \$10,000 per connection above what the district is offering.

BCS Management Davis Lamm

Davis Lamm issued an activity report via email to the board in advance of the meeting. Website is ready and waiting authorization to go live. Davis reviewed SOPs 1 and 3 for the board. Mark reviewed SOP 1 and 3 and will want to review future to establish updates on SOPs.

Website discussion was lead by Andy. Davis commented that e-billing has been established already within the site and by BCS Management. Board questioned the billing software being used within the site.

Board asked and Barry responded that Adams County uses Ampstun for the billing software. The discussion also circled around billing and postage options and how the district could save some money on the project.

LA Brown asked about ownership status of the website. Who owns the site?

Davis was not certain what LA Brown meant since the site is the district's hosted by BCS.

LA Brown related to the board a situation where he felt that another board, he was a part of, was held hostage by a web-developer over ownership of the site and renewals. Andy commented that this may be about outlining specifics about the domain ownership and source code language.

Davis commented that if you want to move over the district website to the county domain you may be able to do so.

Nate responded that the county commissioners have previously offered to host the district website within the county overall web page umbrella.

Mark commented that the district has a work for hire contract with BCS Management and ownership is the districts.

Davis commented that the \$200-300/month would include all the updating and hosting services.

Andy responded that considering the customer count this rate is a large number for the board.

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LA Brown did respond that he appreciated receiving the information from BCS in advance of the meeting.

Attorney Comments

Presented to the board a draft notice for publication for the connections. The publication notice will need to be issued in the paper. The publication will be after the next meeting. Mark also distributed a resident notice and exception claim form. The procedure will need to be followed through the health department.

The designee may have a fee if the HD does not want to make final determinations.

The claimant will have 60-days to file. They will then have up to 120 days to prove their case with the HD from the day they file.

Andy asked that there be a precedent for those that qualify.

Board Comments

Mike commented that he received a text from Lana that they may as well go to Allen county with sewer from the north Ossian area.

Nate introduced discussion that the board should seek a plan for an operator/superintendent for the Wells County RSD in the future.

Board made a motion to proceed with the \$200,000 letter of credit by Andy and Second by Bruce.
Motion carried 5-0

With the combination of the board meeting with the public informational meeting the board agreed to have the next meeting at the Arts Commerce and Visitors Center on October 19th to avoid Columbus Day holiday for the County.

Public Comments

No public comments were provided.

Motion to adjourn – Bruce, motion 2nd by Leon. Meeting adjourned. 5-0

Next meeting is scheduled for October 19th at the regular time.

NR

Mike Mossburg

Leon Berning

Andy Stoller

Lewis A. Brown

Bruce Stinson