

# Marshall County Regional Sewer District Board Meeting Minutes

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Marshall County Building – 112 W. Jefferson Street, Room 203, Plymouth, IN 46563

The Marshall County Regional Sewer District Board met in a regular session on Wednesday, March 13, 2024, at 6:00 PM at the Marshall County Building located at 112 W. Jefferson Street, Room 203, 2<sup>nd</sup> Floor, Plymouth, IN 46563.

MEETING ATTENDANCE: The meeting was called to order at 6:00 PM by Thomas McFadden.

## 1. ROLL CALL:

MCRSD Board: Thomas McFadden, Christopher Spier, Debbie Palmer, Brenda Meyers, Diann Parsons, Jay Stone, and Don Ecker, Jr.

Carson, LLP: Atty. Christopher Nusbaum

JPR: Kenneth K. Jones, Jr., and Jennifer Ransbottom

## 2. PUBLIC COMMENT:

Statement: Anyone wishing to speak needs to state their Name and Address for the record and will have 3 minutes to speak. Your comments will be made as a part of the public meeting.

No Public Comments.

Public Comments closed.

## 3. MEETING MINUTES:

Minutes from the Monthly Board meeting and Insurance Committee meeting held on February 14, 2024, were presented, and reviewed by the board members. Don Ecker, Jr. made a motion to approve the meeting minutes for the Monthly Board meeting and Insurance Committee meeting. Motion seconded by Brenda Meyers. All were in favor. The motion was approved unanimously.

## 4. FINANCIAL REPORT and CLAIM APPROVALS:

Jeff Rowe from Baker Tilly was present to present the monthly financials for January and February 2024. Account balance at the end of January was \$44,159.99. Account balance at the end of February was \$44,162.17. This was prior to receiving the BAN Money. A review of the Simplified Cash Journal was presented showing payments. Discussion regarding the budget vs actual balances was explained.

BAN was closed on March 7<sup>th</sup> and the District now has the funds on hand.

Discussion regarding placing the BAN monies into accounts to get a better interest rate. Jeff Rowe will investigate some information and get back to the board with additional information.

Current Claims were discussed and reviewed in the amount of \$143,497.24. Invoices to be paid are as follows:

JPR (2)

Hylant

Carson LLP (2)

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Ice Miller LLP

Baker Tilly.

Brenda Meyers made a Motion to Approve Financial Reports. Motion seconded by Thomas McFadden. All were in favor. The motion was approved unanimously.

Brenda Meyers made a Motion to Approve Claims in the amount of \$143,497.24. Motion seconded by Jay Stone. All were in favor. The motion was approved unanimously.

## 5. LEGAL COUNSEL UPDATE:

### a. Credit Card Policy

Christopher Nusbaum presented a Credit Card Policy and explained its purpose. The board discussed and decided to wait to review this at the time when property owners start making payments as there is no need at this time.

## 6. INSURANCE COMMITTEE UPDATE:

### a. None

## 7. ENGINEERING UPDATE:

### a. Project Tracking Tool

Kenneth Jones, Jr. reported that starting next month they will prepare a monthly update which will provide the details of what has been done since the last meeting and what will be done in the next 30 days.

He also handed out the Project Tracking Tool for all parties to review. Please provide all comments to Kenny and/or Jennifer and they will include.

Discussion regarding the community wide mailing to inform property owners of the trucks/survey equipment and possible drones which will be in the area. The letter will provide contact information and will get work out about the project. It also serves as a purpose for verification of mailing addresses. Addresses for property owners are gathered from the Auditor, however some are still wrong due to sales of property and other issues. Currently collaborating with an attorney to verify what uses/rules apply to using a drone for certain topography of corridors.

EJCDC design contract with JPR was discussed and reviewed. Attorney Chris Nusbaum has reviewed the contract and made slight changes.

Don Ecker, Jr. made a Motion to Approve EJCDC design contract with JPR. Motion seconded by Debbie Palmer. All were in favor. The motion was approved unanimously.

### b. City of Plymouth Touch Base

Kenneth Jones, Jr., reported he will be working to schedule a meeting with the City and the attorney and Jeff Rowe. Tom McFadden will also attend this meeting.

Meeting dates and times when parties are not available due to Spring Break, etc.

### c. P.E.R.

Discussion regarding the PER Public Hearing and the acceptance Resolution was discussed. The SRF Application will need a signature and the board will need to authorize someone to sign prior to the next meeting.

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Diann Parsons. made a Motion to Approve Resolution No. 2024-3-1 A Resolution Accepting the Required Preliminary Engineering Report for Application to the Wastewater State Revolving Fund Loan Program. Motion seconded by Debbie Palmer. All were in favor. The motion was approved unanimously.

Don Ecker, Jr. made a Motion to Approve Resolution No. 2024-3-2 A Resolution Authorizing Jones Petrie Rafinski Corporation to Apply to the Wastewater State Revolving Fund Loan Program for the Marshall County Regional Sewer District. Motion seconded by Brenda Meyers. All were in favor. The motion was approved unanimously.

## 8. FINANCIAL CONSULTANT UPDATE:

Jeff Rowe reviewed the Order authorizing certain expenditures prior to meetings. He also indicated that the Annual Financial Report that is late is because they were barely formed in 2023 and it was due at the end of 2023. They District is now set up in Gateway and they will be getting it filled out and help Brenda submit the report.

Discussion regarding Jeff Rowe attending every meeting was not necessary and Tom will call upon him on an as-need basis.

## 9. ANY OTHER BUSINESS:

### a. Checking account/Bank

Brenda discussed how difficult it was to work with Everwise. She would like to move the BAN funds to 1<sup>st</sup> Source Bank where she is comfortable working with them, and their customer service has been better. The account will have ACH blocking and will provide 4.75%. There was also a representative in attendance to sign up various members and contractors for Read-Only viewing of the account.

Jay Stone. made a Motion to Change Bank Depository to 1<sup>st</sup> Source. Motion seconded by Debbie Palmer. All were in favor. The motion was approved unanimously.

Don Ecker, Jr. made a Motion to Accept 1<sup>st</sup> Source Corp. Banking Resolution. Motion seconded by Brenda Meyers. All were in favor. The motion was approved unanimously.

## ADJOURNMENT:

Don Ecker, Jr. made a motion to adjourn the meeting. Motion was seconded by Brenda Meyers. All were in favor. The meeting adjourned at 6:41 PM.