

MONTGOMERY COUNTY REGIONAL WATER & SEWER DISTRICT
3/11/2026 Board Meeting Minutes
Montgomery County Government Center
1580 Constitution Row - Suite E
Crawfordsville, IN 47933

(Live streaming/recordings available at youtube.com/@MontgomeryCountyIndianaGovt)

Board members present: Chairman Dan Guard, Vice President Mike Warren, Treasurer Joyce Grimble, David Reeves

Also present: Justin Saathoff - BCS Management; Tyler Nichols - Taylor, Minnette, Schneider, and Clutter P.C.; Amy Moore - VS Engineering; Tom Astbury - Astbury Water Technology

Call to Order - Dan Guard called the meeting to order at approx. 4:00pm. A quorum was present.

I. Management & Administration:

A. Minutes & Board Meeting Schedule

Minutes for regular session 2/11/2026 were provided by BCS Management for Board approval. *David Reeves made the motion to approve the minutes as presented. Joyce Grimble seconded. Motion passed 4-0.*

B. Treasurer's Report: Operating Fund Bank Balance = \$200,535.79 | Grinder Pump Maintenance Fund Balance = \$28,450.59 | Capital Fund Balance = \$18,907.71

C. Administrative Report - Justin Saathoff, BCS Management

1. Justin Saathoff reported cash balances to be on pace with last month at approx. 5x regular operating claims (excluding pass-throughs, based on a 6-month rolling average) for the operating fund.
2. Guidance was requested regarding January and February USIC invoices. The concern was the annual service fee of approx. \$6600 and how that should be handled especially if it is decided to go with another locate services provider.
3. Internal Controls training was discussed with the board. This is a 30 minute video for anyone handling or making decisions with public funds and is required by Indiana Code and SBOA guidelines. The link will be sent to the board members via email. Mr. Saathoff will bring copies of the attestation for signature to the next board meeting.
4. MCRSD website data analytics were presented. There were 261 total visits and 360 pages viewed in February.

D. Maintenance Report - Tom Astbury, Astbury Water Technology

1. Tom Astbury previously shared a copy of the monthly maintenance report via email.
2. January daily flow totals averaged 30,300 gallons with a maximum daily flow of 71,000 gallons. All removal percentages were above 97%.
3. Preparations for disinfection season are currently underway mainly pertaining to the recommissioning of the ultraviolet disinfection system.
4. Joe Haselden was announced as the new operator of record for MCRSD.

Given the healthy cash balances and a preference for preventative maintenance, President Dan Guard suggested moving forward with the purchase of items Mr. Astbury had previously identified via email as being on the radar for replacement, even though immediate action was not strictly necessary.

5. As requested, Mr. Astbury presented the HVAC Return Air Modification for \$1,820 alongside needed Dissolved Oxygen Sensors for \$6,779.60 with a NTE of \$2,600 for installation.

Dan Guard made a motion to approve the modification and sensors purchases as presented. David Reeves seconded the motion. Motion carried 4-0.

II. Project Updates:

None

III. New Business

A. Locate Services Proposal and Discussion - Tom Astbury, Astbury Water Technology

1. Tom Astbury presented his proposal of a monthly flat rate of \$1,500 for locate services for MCRSD with a \$50,000 liability coverage per incident.
2. \$17,272.41 were made in payments to USIC in 2025.
3. There is a 60 day termination notice with USIC.

Dan Guard made a motion to approve the locate service proposal for Astbury Water Technology as presented. David Reeves seconded the motion. Motion carried 4-0. Attorney Tyler Nichols will be providing the termination notice to USIC alongside determining if the annual service fee can be prorated.

IV. Old Business

None

V. Approval of Claims

A. Account Payable Voucher Claims = \$40,432.91


David Reeves motioned to approve the claims payment as presented. Joyce Grimble seconded the motion. Motion passed 4-0.

VI. Adjournment

Mike Warren moved to adjourn. David Reeves seconded the motion. Motion passed 4-0. The meeting adjourned at 4:26pm.

Submitted by Justin Saathoff - BCS Management

Approved 4/8 2026



Dan Guard, President

Mike Warren, VP