

MONTGOMERY COUNTY REGIONAL WATER & SEWER DISTRICT
5/13/2026 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: President Dan Guard, Vice President Mike Warren, Treasurer Joyce Grimble, Greg Morrison

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 - President 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 4/8/2026 were provided by BCS Management for Board approval. *Mike Warren made the motion to approve the minutes as presented. Joyce Grimble seconded. Motion passed 4-0.*

B. Treasurer's Report: Operating Fund Bank Balance = \$211,077.46 | Grinder Pump Maintenance Fund Balance = \$34,620.87 | Capital Fund Balance = \$27,078.24

C. Administrative Report - Justin Saathoff, BCS Management

1. Justin Saathoff reported cash balances for the operating fund running above 6x regular operating claims (excluding pass-throughs, based on a 6-month rolling average). The appropriate liquidity range should be between 3 and 5x the regular operating claims. Due to the ample amount, BCS Management recommended transferring \$50,000 from the operating fund to the capital fund for the following reasons: fund rebalancing, increased interest earnings, and capital planning.
2. Astbury Water Technology may begin locate services for the District beginning 5/26/26. 811 has been notified of the transfer of services. Final paperwork will be submitted before the end of the week.
3. Mr. Saathoff reported attending the Indiana Financial Authority training on 4/15/26 of which is required annually by any district that has received or will receive SRF funding.
4. MCRSD website data analytics were presented. There were 144 total visits and 203 pages viewed in April.

Greg Morrison made a motion to approve the recommended transfer of \$50,000 from the operating fund to the capital fund. Seconded by Mike Warren. Motion carried 4-0.

D. Maintenance Report - Tom Astbury, Astbury Water Technology

1. Tom Astbury previously shared a copy of the monthly maintenance report via email.
2. March daily flow totals averaged 56,610 gallons (56% capacity) of effluent and an average daily flow of 69,320 gallons per day.
3. 7 E/One grinder pumps were reported to be in stock for the District.
4. The Flygt pump that was approved in April is currently on order.

5. Mr. Astbury requested approval to proceed with cleaning and jetting of 4 lift stations which will be performed by Fluid Waste Services (FWS). It has been over 12 months since this was last completed. The request is NTE \$7,500.
6. Operational issues were reported with the original polymer/mixer for the sludge dewatering unit. It has reached the end of its useful life. Astbury has a gently used unit that they could sell to the District for \$3,750. The new cost is \$7,500 and Astbury is willing to warranty the used unit for one year.
7. The Dissolved Oxygen Sensor project has been completed and the plant is no longer running on timers.
8. RTC completed the return air issue on the HVAC system on May 2, 2026.

Joyce Grimble made a motion to approve the cleaning and jetting of 4 lift stations by FWS, NTE \$7,500. Seconded by Greg Morrison. Motion carried 4-0.

Mike Warren made a motion to approve the purchase of the used polymer/mixer for the sludge dewatering unit for \$3,750 with a one year warranty from Astbury Water Technology. Seconded by Joyce Grimble. Motion carried 4-0.

II. Project Updates:
None

III. New Business

A. Fund Transfer Recommendation - Justin Saathoff, BCS Management

1. The fund transfer recommendation was given and approved during the Administration Report section of the meeting.

IV. Old Business
None

V. Approval of Claims

A. Account Payable Voucher Claims = \$62,794.29

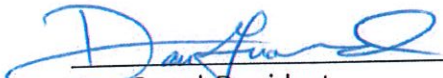
Mike Warren motioned to approve the claims payment as presented. Seconded by Greg Morrison. Motion passed 4-0.

VI. Adjournment

Joyce Grimble moved to adjourn. The meeting adjourned at 4:18pm.

Submitted by Justin Saathoff - BCS Management

Approved 6-10- 2026



Dan Guard, President