

MONTGOMERY COUNTY REGIONAL WATER & SEWER DISTRICT
6/10/2026 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 Grimbale, Greg Morrison

Also present: Justin Saathoff - BCS Management; Tyler Nichols - Taylor, Minnette, Schneider, and Clutter P.C.

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 5/13/2026 were provided by BCS Management for Board approval. *Joyce Grimbale made the motion to approve the minutes as presented. Mike Warren seconded. Motion passed 4-0.*

B. Treasurer's Report: Operating Fund Bank Balance = \$199,271.87 | Grinder Pump Maintenance Fund Balance = \$37,133.96 | Capital Fund Balance = \$81,231.49

C. Administrative Report - Justin Saathoff, BCS Management

1. Justin Saathoff reported cash balances for the operating fund are back within the expected ranges after the transfer but are growing rapidly. Rather than requesting continuous transfers, he will be bringing a recommended adjustment of allocations to the capital fund to the next meeting.
2. MCRSD website data analytics were presented. There were 252 total visits and 346 pages viewed in May. After further research, it was reported that 165 visits came from Singapore most likely from bot scrapers.
3. Mr. Saathoff reported that he is in the middle of completing the 5 page IDEM questionnaire and is expecting to have that submitted by the end of the month.
4. Indication was given that a recent customer issue was discussed with President Guard and has since been resolved.

D. Maintenance Report - Tom Astbury, Astbury Water Technology

Justin Saathoff delivered the maintenance report in Mr. Astbury's absence.

1. Tom Astbury previously shared a copy of the monthly maintenance report via email.
2. April daily flow totals averaged 51,900 gallons.
3. Action Item Request: On May 27, Astbury observed that the limit switch on the decanter in SBR #2 failed and began causing the actuator to malfunction. Due to the urgency of the situation, a replacement limit switch and actuator were ordered and delivery was expedited. The equipment was installed on June 8. There does seem to be an additional issue that is causing the actuator to bind upon the open-close cycle. This issue is currently being diagnosed. It was requested for the Board to retroactively approve this purchase of \$3,096.65 (totaling \$3,561.15 including Astbury's 15% surcharge).

Dan Guard made a motion to retroactively approve the purchase totaling \$3,561.15. Seconded by Greg Morrison. Motion carried 4-0.

II. Project Updates:

None

III. New Business

A. Checking Account Changes - Joyce Grimbale, Treasurer

1. With Lori's retirement, it was advised to have 3 board members with access to the checking account.

Joyce Grimbale made a motion to add Vice President Mike Warren to the board's checking account. Seconded by Dan Guard. Motion carried 4-0.

IV. Old Business

None

V. Approval of Claims

A. Account Payable Voucher Claims = \$34,075.05

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

VI. Adjournment

Joyce Grimbale moved to adjourn. Seconded by Greg Morrison. The meeting adjourned at 4:09pm.

Submitted by Justin Saathoff - BCS Management

Approved 7-8- 2026


Dan Guard, President