

**TAYLOR REGIONAL SEWER DISTRICT**  
**Board Meeting Minutes**  
**Crossroads Community Church 4254 S 00 E.W., Kokomo, IN 46902**

The Taylor Regional Sewer District met on Tuesday, March 10, 2026, at 6:00 p.m. (*Motions italicized*)  
Board members present: Tyler McClish, Larry Hayes, Brad Bray  
Also present: Justin Saathoff - BCS Management, Chris Kellner - BCS Management

**Call to order:** Vice President Tyler McClish called the meeting to order at approx. 6:00 p.m. with a quorum present.

**Roll Call:** All board members were present with the exception of President Scott Waymire. The appointment for the vacant board member remains.

**Minutes Approval:** Minutes for 2/10/2026 regular session were presented for board approval by Justin Saathoff. *Brad Bray moved to approve the minutes as presented. Seconded by Larry Hayes. Motion carried 3-0.*

**Treasurer's Report:** *Brad Bray made a motion to approve the claims as presented. Seconded by Larry Hayes. Motion carried 3-0.*

**Business Reports:**

**Administration Report - Justin Saathoff, BCS Management**

Justin Saathoff addressed the board stating the fund balances at the end of February are as follows: Operating Fund at approx. \$20k; Grinder Pump Maintenance Fund at approx. \$10k; and Capital Fund at approx. \$24.5k. This brings the total funds to approx. \$54k. As of March 5, the Operating Fund had increased to \$67k. One new connection has been processed since the last meeting. New website data analytics were presented for TRSD's website. 144 sessions (total visits) and 348 views (page views) were reported for the month of February. 27 online payments have been reported as of the first week of March. It was noted that the system cannot differentiate online payments directly from a customer vs. the call center's live customer representative (processed via phone).

In project updates and proposals, Mr. Saathoff reported that the mowing contract with Ed Long has been fully executed with signatures from both sides and filed. The board member vacancy has been posted on the website's home page as requested. As mentioned previously, the online payment portal is live and fully functioning. Detailed convenience fees can be found clearly posted within the portal. Also reported were active D&O Insurance Coverage and Surety Bonds. The D&O policy is through Mount Vernon Fire for \$2M at a cost of \$1,895 effective date of 2/27/2026. The Surety Bonds are through Liberty Mutual for a total of \$30k coverage for \$200 effective 1/1/2026. Internal Controls were discussed. Mr. Saathoff stated that anyone that handles or may handle public funds at any point in time must be certified via a 30 minute training video per Indiana Code and SBOA guidelines. The link will be sent out via email and attestation forms will be brought to the next meeting for signatures. It was reported that after further review it appears that the rate study should not begin until January of 2027. 120 day notices were sent out to 33 people the first week of March. New liens will be applied at the end of March. Zero grinder pumps have been replaced in the last 30 days. 7 rebuilt pumps currently remain in stock.

**Operations and Maintenance Report - Tom Astbury, Astbury Water Technologies**

Tom Astbury was not present for the meeting. Mr. Astbury previously emailed the operations and maintenance reports and also communicated with Chris Kellner requesting the approval to purchase the manual bar screen for \$10,355.34. Mr. Kellner stated that Mr. Astbury's concerns with this tabled item were the manufacturer

honoring the quoted price after a certain amount of time alongside a long lead time. IDEM is expected to inspect the plant within a 3 to 6 month timeframe.

*This item was tabled by common consent.*

### **Old Business**

#### **1. Monarch Springs RV Park Agreement - Brent Dechert, Dechert Law**

Brent Dechert was not present for the meeting. He was able to be reached by phone. Mr. Dechert commented that he needed someone to reach out to the landowner (James Strunk) that would allow the District to cut directly across the field to the RV Park. Larry Hayes committed to reaching out to Darryl Maple to see if he knew the landowner's contact information. Mr. Saathoff will then reach out to the landowner.

### **New Business**

#### **1. None**

### **Public Comments** (0 in attendance)

None

### **Adjournment**

Larry Hayes stated that the credit card has not been cancelled yet. The former Fiscal Agent got it out of her name, but it has not been transferred into Mr. Hayes' name yet. A transfer form must be completed. Once in Mr. Hayes' name, he can cancel it. Chris Kellner committed to helping Mr. Hayes complete the form.

There being no further business to come before the board, *Brad Bray moved to adjourn the meeting. Seconded by Larry Hayes. Motion carried 3-0. The meeting adjourned at 6:20 p.m.*



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Board Member

Prepared and submitted by Justin Saathoff, BCS Management.