

MONTGOMERY COUNTY REGIONAL WATER & SEWER DISTRICT
8/14/2024 Board Meeting Minutes
Montgomery County Government Center
1580 Constitution Row - Suite E
Crawfordsville, IN 47933

The Montgomery County Regional Water & Sewer District met in session on Wednesday, August 14th, 2024 at 4:00pm. The meeting was conducted at the Montgomery County Government Center in Crawfordsville, Indiana.

Board members present were: Chairman Dan Guard, Joyce Grimble, Greg Morrison, David Reeves, Jake Bohlander

Also present: Lana Beregszazi - BCS Management; Dan Taylor - Taylor, Minnette, Schneider, and Clutter P.C., Amy Moore - VS Engineering, Tom Astbury - Astbury Water Technology

Call to Order - Chairman Dan Guard called the meeting to order at 4:03pm. Quorum present.

I. Management & Administration:

A. Minutes & Board Meeting Schedule

Minutes for 7/10/2024 were provided by BCS Management for Board approval. *David Reeves motioned to approve the minutes. Greg Morrison seconded. Motion passed 5-0.*

B. Administrative Report - BCS Management

- i. Lana Beregszazi shared a copy of the monthly administration report via email. Financial report shared fund balances within the last 3 months in the 3 funds. Regular operation fund with a balance of \$77,696.82. Maintenance fund is currently \$17,606.03 with total claims being \$37,255.77 with \$18,200 for pump & haul. Capital fund with a current balance of \$4,500. Joyce Grimble asks what that \$4,500 was from. Lana explained that \$4,500 was the exact payment from Landstar for their permit application for connection. From here on out any connection fees will go into the capital account. Lana suggested putting the \$3,000 from new connections into the capital fund. For tracking purposes the regular sewer use billings are right about where they are every month which is just shy of \$30,000. Regular operating claims were \$18,953.69 for a net operating surplus of \$10,893. The \$50,000 RDC loan repayment begins December 1st.
- ii. Miscellaneous - Lana Beregszazi shared that the corrective action plan from the state board of accounts audit is nearly done. Dan Taylor put together a resolution to adopt the resulting policies today.
- iii. Lana explained there was a billing glitch with last month's bills. Amy Cating's billing system was billing for the date of August 2022 instead of 2024; therefore, old rates were billed. Amy sent correct ones out again, paid for the time and postage to correct this herself. Amy made a lot of phone calls and most people were understanding. Receipts this coming month may be a little short. Jake Bohlander asked how short those will be. Lana Beregszazi explained around \$55 instead of \$76 so roughly 50%. Fortunately, not all people will pay the cheaper rate as it was rectified quick enough. If short payments are submitted, Amy plans to add the difference onto their next bill. Amy is still actively trying to figure out how this happened.

- iv. Tom Astbury recommended purchasing 6 new grinder pumps to have on hand. Lana Beregszazi shared that she received a quote from Rick Layton (Covalen representative from this area) that 6 pumps would be \$16,650. Currently 55 or so pumps are out in service per Tom Astbury. 5 pumps would cost \$13,875, while 4 will cost \$11,100. Lana stated Covalen can typically provide (5) pumps within the next day.

Motion to approve purchasing 4 pumps for the \$11,100 made by David Reeves. No further discussion. Motion passed 5-0. Lana will order these.

Motion to approve moving \$3,000 into the capital fund. No further discussion. Motion passed 5-0. Dan Guard asks Lana Beregszazi to let Amy know of this motion, Lana agrees to do so.

- v. New connections - Lana Beregszazi shared that Nucor Towers & Structures property project is underway with plans to start an underground sanitary sewer on site in early September. Lana has been in contact with their lead site engineer on what we want. Recommended that they have to have a pre-construction meeting this month and have to invite someone from VS Engineering. \$37,500 connection fee will also go into the capital account. Lana Beregszazi stated that should bring that account balance to a comfortable \$50,000.
- vi. Landstar - Their lead developer is managing it remotely from Florida, he has never been here. They didn't call for inspection. Victor from Amy's team rejected the proposal. Lana handed it over to Amy to explain further. Amy Moore explained that the gasket in the pipe had rolled, therefore the test failed. Needs to be replaced then sit again for 30 days. Lana stated we've changed the process to state that the permit won't be issued until someone from VS Engineering is invited to a pre-construction meeting. This is an ongoing conversation and Lana and VS will keep the group updated.
- vii. Connection incentive program: nobody has committed to connect at this time. 3-5 letters are typically sent to residents for new project series, only 1 has been sent so people may not have even seen it yet. Some have called and are considering, however most are unsure if they can afford it. One resident did call inquiring about payment plans. BCS has a program through a third party payment provider who will offer financing upon approval. We will communicate to residents when we have it official that they can finance their connection pending credit approval. Lana Beregszazi shared that the resident would have a sewer bill and then a separate bill coming from the third party. Lana explained we wouldn't be liable if the resident isn't making payments, third party company would.
- viii. Lana Beregszazi shared a website update: added the newconnection agreement on the resource page that Dan Taylor's group provided.

C. Maintenance Report - Astbury Water Technologies

- i. Tom Astbury reported the plant operated at an average flow of 42,600 gallons per day (GPD) (43% capacity) with max flow of 64k GPD and min flow of 27k GPD stating it was a pretty wet June and July. Tom Astbury explained store mode is when a plant goes above designed capacity.
- ii. Tom Astbury reported during the month of June there were 2 E coli instances due to a manhole cover getting busted off of its base. This allowed a lot of water into the system. This manhole is located near the railroad tracks across from Nucor Rd. Tom suspects it was a large tractor/mower or semi truck that hit it and knocked it

off base. This was repaired the next day. Tom states he isn't sure who is responsible for mowing that area. Amy Moore asked if there's a marker that can be placed there to indicate it. Amy said she will send a link for an item to indicate the manhole existence. Tom Asbury doesn't suspect there to be issues in the future.

II. Project Updates:

None

III. New Business

A. Adoption of New Rates

Dan Taylor shared the timetable for the adoption of increased rate. Recommended, introducing the ordinance at the September meeting, and have a public hearing at the October meeting so that the objection period would end on November 9th. Rates could potentially take effect the very next day or could push to begin the 1st of the month, December 1 or even pushing to January 1. If an objection is filed by a sufficient number of ratepayers due to the 27% rate increase, although very unlikely, an appeal hearing is required and that would be earliest November 27 under this timeline per Indiana Code.

Motion to approve to proceed with rate increase introduction in October, and a public hearing to be held on October 9th. No further discussion. Motion passed 5-0.

B. Topic of Insurance

Dan Taylor described the Wastewater Treatment Plan isn't covered by the RSD's insurance policy. Dan Taylor and Dan Guard spoke to the insurance carrier under the county, and they should be under the RSD because we own those assets. No claims have been filed thus far. Insurance agent has begun the process to get coverage for the district. Packet shows application for that insurance coverage. Insurance costs will need to be added to the budget moving forward. Dan Taylor says an underwriter found this. Lana Beregszazi asks if it is reasonable to have a board meeting when a quote is received (even via zoom). Dan Taylor suggests the board authorizes Dan Guard to receive it. Lana was told that you could vote by email for emergencies once a quote is received. Dan Guard stated you can't zoom anymore, those were eliminated after covid, a forum has to be physically present to vote on a matter like this.

Motion to approve for Dan Guard to sign an agreement to insure building. No further discussion. Motion passed 5-0.

IV. Old Business

A. Lawsuit against Winhoven - Taylor, Minnette, Schneider & Clutter, P.C.

Dan Taylor shared we finally have an answer; they generally deny our allegations but mainly say they don't know. They haven't offered to pay us anything yet. Winhoven does have insurance coverage. Will keep us advised with warning to not expect anything to happen fast with this. Insurance will likely drag this out as long as they can.

B. Materiality Threshold and Capital Asset Policy

Lana explained the overview of the materiality threshold policy and the capital assets policy. Dan Taylor has read both policies and supports both.

Motion to approve to adopt both policies and put in place per our audit. No further discussion. Motion passed 5-0.

V. Treasurer's Report

A. Operating Fund Bank Balance = \$77,696.82 | Grinder Pump Maintenance Fund Balance = \$17,606.03 | Capital Fund Balance = \$4,500.00

B. Account Payable Claims = \$37,255.77

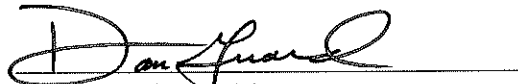
Dan Guard motioned to approve claims payment as presented. Greg Morrison seconded. No further discussion. Motion passed 5-0.

VI. Adjournment

All meetings next year will be required to be livestreamed and uploaded onto the county's YouTube channel. Dan Guard moved to adjourn. Greg Morrison seconded. Motion passed 5-0. Meeting adjourned at 5:07pm.

Submitted by Allison Link - BCS Management

Approved 11th day of Sept 2024


Dan Guard, President