

MONTGOMERY COUNTY REGIONAL WATER & SEWER DISTRICT
03/12/2020 Board Meeting Minutes
South Boulevard County Building
110 W South Boulevard
Crawfordsville, IN 47933

The Montgomery County Regional Water & Sewer District met in regular session on Thursday, March 12th, 2020 at 3:00pm at the South Boulevard County Building, 110 W South Boulevard, Crawfordsville, Indiana. Present were Board members: Chairman Dan Guard, Vice Chairman Terry Hockersmith, and Mark Davidson. Joe McCutchan and Brad Monts, Secretary/Treasurer were absent.

Also present: District Attorney Stu Weliever- Weliever, Henthorn, Harris, & Petrie, LLC.; Ron Dickerson- Redevelopment Commission; Lana Beregszazi- BCS Management; Grant Schouweiler- BCS Management; Amy Moore- VS Engineering; Shannon Killian- GAI; Tom Astbury- Astbury Water Technology; Jim Peck- County Engineer; and Laura Dossett Co-Treasurer.

I. Call to Order – Chairman Dan Guard called the meeting to order at 3:02pm.

II. Consideration of Minutes

Dan Guard moved to approve minutes of February 12th, 2020. Terry Hockersmith seconded. Motion passed.

III. Update-Baseline Operations Budget and Planning

Lana Beregszazi, BCS Management, presented forecasts of the Sewer Operations Budget to show how economic development in the County's Development Focus Areas will impact operational costs and financial independence.

Ms. Beregszazi also discussed the proposed septic elimination project for Mace & Linnsburg and how some level of enforcing connections are essential to the long term budget. Ms. Beregszazi noted that septic elimination projects are likely candidates for SRF financing, due to their environmental nature. Grants through the Office of Community and Rural Affairs are another possibility.

Review of the three year Sewer Operations Budget forecast showed positive effects from the County's economic development trajectory. Additional equivalent dwelling units from economic development will allow the Regional Sewer District to be financially self-sustaining.

IV. Astbury Water Technology

Tom Astbury, Astbury Water Technology, presented the monthly Sewer Operations Report. The Wastewater Treatment Plant is operating in compliance and performing exceptionally well. Nutrient removal has been excellent and above average.

V. WWTP Expansion

Lana Beregszazi, BCS Management, confirmed that she has issued the Request for Qualifications and briefed the scope of the document. The deadline for applications will be March 20th, 2020, by noon local time.

Shannon Killian, GAI Consultants, commented that the RSD selected GAI for initial design of the project and that the P3 partner does not have to have authority to select a designer. Ms. Killian noted that the RSD can keep the right to choose a designer if they choose to make it a contract parameter.

Ms. Killian also advised that there are SRF rates available to municipalities with insufficient revenue. Ms. Beregszazi responded that SRF rates are not possible with the RSD's current revenue.

Ron Dickerson voiced the importance of establishing a timeline and flowchart in order to appropriately finance the project. Ms. Beregszazi responded that BCS can provide such a timeline, if desired.

Dan Guard advised that, while it is important not to procrastinate on an expansion, it is equally important to be wise with the timing, so as not to spend dollars too early on expansion when we have adequate capacity. Make sure that we are monitoring capacity and have the expansion plan ready for when the time comes. Amy Moore, VS Engineering, advised that additional connections from development will be gradual and that there will be time before flow will be affected by new connections.

VI. Determination of limits on EDU Definition Policy

Amy Moore, VS Engineering, discussed a home business that has multiple secondary dwellings on the property that are not accounted for in calculating EDUs for a property. Ms. Moore advised the RSD to come to an agreement on how to proceed. Lana Beregszazi, BCS Management, recommended that secondary dwellings with full bath be assigned 0.75 EDU each.

Dan Guard moved to approve assigning 0.75 EDU per additional building with full bath. Mark Davidson seconded. Motion passed.

VII. In the Black-Bill Payment by Credit Card

Lana Beregszazi, BCS Management, recommended that a processing fee be applied when customers pay with a credit card. Dan Guard acknowledged the benefits of having the ability to accept credit card for bill pay.

Dan Guard moved to have the ability to accept credit card for bill pay with the processing fee applied to the customer's bill. Terry Hockersmith seconded. Motion passed.

VIII. BCS SOW 1-Task Order #2

Lana Beregszazi, BCS Management, acknowledged that invoices for Task Order #2 were higher than expected, due to additional work allocated to project based items. The work for Task Order #2 included Standard Operating Procedures, Connection Inspection & Permits, Easements Management and additional work outside of the scope. Stu Weliever advised that the RSD needs to make a decision on approving the task order.

Dan Guard moved to approve Task Order #2, not to exceed \$6,400.00. Terry Hockersmith seconded. Motion passed.

IX. BCS SOW 1-Task Order #3

Ms. Beregszazi briefed Task Order #3 and initiating a Septic Elimination Project for Mace and Linnsburg. Ms. Beregszazi explained the timeline and process in which BCS uses to conduct Septic Elimination Projects. Dan Guard requested that BCS forward information as it continues to assess the feasibility of septic elimination. Mr. Guard also cautioned that forced connections are not ideal.

X. Treasurer's Report

RSD Accounts Payable Claims

Dan Guard moved to approve claims, as presented, for \$27,538.91. Terry Hockersmith seconded. Motion passed.

XI. Adjournment

Having no other business to come before the Board, *Mark Davidson moved to adjourn. Terry Hockersmith seconded. Motion passed.*
The meeting adjourned at 4:20pm.

Next meeting is scheduled for April 8th, 2020 at 3pm.

Respectfully Submitted by Grant Schouweiler - Project Administrator - BCS Management

Approved this ___ day of March, 2020.

Dan Guard, Chairman