

MONTGOMERY COUNTY REGIONAL WATER & SEWER DISTRICT
10/14/20 Board Meeting Minutes
South Boulevard County Building
110 W South Boulevard
Crawfordsville, IN 47933

The Montgomery County Regional Water & Sewer District met in session via virtual meeting platform on Wednesday, October 14th, 2020 at 3:00pm. The meeting was conducted via Zoom Meeting, due to the current public health emergency from COVID-19. The meeting was organized at the South Boulevard County Building, 110 W South Boulevard, Crawfordsville, Indiana. Board members present were: Chairman Dan Guard, Don Mills, Brad Monts, Secretary/Treasurer and Lori Dossett, Co-Treasurer. Mark Davidson and Joe McCutchan were absent.

Also present: District Attorney Stu Weliever- Henthorn Harris Weliever & Petrie P.C.; Tom Astbury- Astbury Water Technologies; Jim Peck- County Building Dept. ; Tom Klein- County Administrator; Lana Beregszazi and Grant Schouweiler- BCS Management; Amy Moore- VS Engineering; and Shannon Killion- GAI Consultants.

I. Call to Order – Chairman Dan Guard called the meeting to order at 3:00pm.

II. Management & Administration:

A. Minutes & Board Meeting Schedule

Minutes for 9/9/2020 were provided by BCS Management for board approval. *Brad Monts motioned to approve the minutes from 9/9/2020. Don Mills seconded. Motion passed 3-0.*

B. Maintenance Report- Astbury Water Technology

Tom Astbury, Astbury Water technologies, submitted Astbury's Maintenance Report for the Nucor Rd. WWTP & Collection System for board review. Mr. Astbury stated that the plant continues to operate in compliance.

Average Daily flows for the month of July were as follows:

Effluent- 44,190 gallons per day

Influent- 50,560 gallons per day

Percentage of influent pollutants were removed from the treatment process as follows:

Biochemical Oxygen Demand- 98%

Total Suspended Solids- 97%

Ammonia-Nitrogen- 100%

Mr. Astbury noted that the screen was inspected by the manufacturer and GAI for proper function. The inspection concluded that there was minimal debris coming into the plant, resulting in the abnormal functionality of the screen. Mr. Astbury confirmed that the screen will adequately accommodate the planned plant expansion.

Dan Guard pointed out that the original contractor approved for the roof repair did not show up to perform the work. Mr. Guard worked with Astbury to find a local contractor that could perform the work in a timely fashion. Ross Roofing visited the plant right

away and was able to perform the work for approximately \$20,000.00. They are underway with the repair.

Dan Guard asked if there was still a maintenance issue with the drum screen. Mr. Astbury responded that it required extensive troubleshooting, but is now functioning properly and screening grit and debris from the influent.

C. Update & Adoption of Standard Operating Procedures- BCS Management

Grant Schouweiler from BCS Management provided an update of the status for the District's Standard Operating Procedures. Procedures for Board Meetings and Change of Ownership are ready for adoption and were provided to the board for review. *Brad Monts motioned to adopt SOP 6: Board Meetings and SOP 11: Change of Ownership as presented by BCS. Dan Guard Seconded. Motion Passed 3-0.*

Grant Schouweiler also stated that the Locates Management SOP is ready, with the exception of needing an executed contract with the contracted locating service provider. Drafted contracts from both Bloodhound and Mason private locating services were provided for board review and to approve whichever contract was preferred. *Brad Monts motioned to approve of the locating service contract provided by Mason Private Locating. Don Mills seconded. Motion Passed 3-0.*

D. Interlocal Agreement with County Building Dept.

Stu Weliever, Henthorn Harris Weliever & Petrie P.C., updated the board that the Interlocal Agreement with the Building Department to perform Connection Inspections for the District is in progress. Mr. Weliever is currently coordinating with the County's legal counsel to finalize terms of the agreement.

Grant Schouweiler stated that the current Sewer Connection and Use Ordinance, 2011-02, has permitting and capacity fees being made payable to the Building Department. Mr. Schouweiler advised that the Ordinance be revised to have payments made to the District and that any work done by the Building Department on behalf of the District will be covered by the Interlocal Agreement and read as "the appointed representative" in the Ordinance language. Mr. Weliever acknowledged the recommendation and advised that the Ordinances be reviewed to identify any other changes.

E. RSD Website Approval & Launch- BCS Management

Lana Beregszazi from BCS Management reported that the District's website is ready for launch, pending approval by the board. *Brad Monts motioned to approve the launch of the District's new website. Dan Guard seconded. Motion passed 3-0.*

III. Project Updates:

WWTP Expansion- Design Phase 30% Complete

Lana Beregszazi reported that a Working Team has been formed for the Nucor WWTP Expansion Project, consisting of Shannon Killion and Charity Dudley from GAI, Tom Astbury and Mark Bruce from Astbury Water Technologies, and Lana Beregszazi and Grant Schouweiler from BCS Management.

Shannon Killion of GAI Consultants provided the board with a 30% Design Summary. Ms. Killion reiterated that the screen will be sufficient to accommodate expanded operations. Ms. Killion also stated that the design is unable to accommodate required offset distance for the current well location at the plant. GAI will investigate whether or not a waiver can be submitted for a shorter offset distance, but are currently budgeting for well relocation. Gravity discharge of effluent is doable. However, GAI needs to verify that an aeration system can be integrated into the gravity flow system in order to ensure dissolved oxygen levels are met at discharge in place of the lift station. GAI is continuing design for 0.6MGD.

Brad Monts asked GAI how the design will account for continued operation while the expansion construction is underway. Ms. Killion replied that the expansion is designed to be completed in incremental steps, so as not to disrupt treatment operations.

Project Management & Financing

Lana Beregszazi advised the board that a Public Private Partnership is still the most viable option for financing, due to the District's limited rate base. Ms. Beregszazi reiterated that the decision to bring on a financing partner for financing and construction needs to be made soon and, if the board chooses GM Development, they will need to be involved by 30% design to ensure accurate cost budgeting. Ms. Beregszazi also reiterated that involving GM Development at this point would require no cost. This is to ensure that GM can budget properly for the project.

Dan Guard asked if involving a specific partner now would lock the District in with that company. Ms. Beregszazi replied that the District would not be locked in until a contract is executed to start construction. Ms. Beregszazi also stated that GM Development was one of two firms that responded to the initial RFP for Public Private Partnership. Mr. Guard asked if a motion is required, since the board is not approving a contract or payment at this time. Ms. Beregszazi advised that a motion is not necessary, but for the board to go on record and invite GM would be appropriate. Dan Guard stated that the board would like to go on record and invite GM Development into the Design Phase of the project at no obligation by the District.

IV. New Business

Customers & Connections

Lana Beregszazi reported special circumstances surrounding multiple District Customers. Sandy Munn had a contractor come out and connect her home to sewer without District approval or permitting. She paid the tap on fee to the contractor, but the District has not received the payment. Ms. Beregszazi stated that BCS will resolve the matter.

Isaac Hook requested approval for connecting a secondary residential structure to sewer for an additional flow charge of 0.75 EDUs per Ordinance No. 2020-01. Jim Peck stated that Mr. Hook is not ready to connect because he still has not completed the permitting process with the State for his building.

Ms. Beregszazi reported that Larry Davis is requesting that the District cover the cost of a grinder pump for his new home, since he did not request compensation for the easement on his property. Mr. Davis wishes to only pay for the \$1,500 tap on fee. Stu Weliever referenced the STEP Agreements outlined in Ordinance 2017-01 and that Mr. Davis does not qualify for such exemption. Dan Guard replied that he would like to

cover the cost of the pump as a gesture of goodwill for the easement, but it would not be fair to others who have done the same and have not received such a deal for the grinder pump.

Ms. Beregszazi reported the final inquiry. John Kelsey has paid his tap on fee to In the Black Bookkeeping and is requesting a 90 day temporary permit to connect his camper to sewer while building his home on the property. Dan Guard recommended that this not be allowed and to have the camper's sewage pumped and hauled.

V. Treasurer's Report

Accounts Payable Claims = \$29,579.96

Brad Monts motioned to approve claims, as presented, for \$29,579.96. Dan Guard seconded. Motion passed 3-0.

Lana Beregszazi also reported that GAI's invoice of \$38,001.00 was approved by the Redevelopment Commission, contingent upon approval by the District. *Brad Monts motioned to approve GAI's invoice of \$38,001.00 to be paid by the Redevelopment Commission. Dan Guard seconded. Motion passed 3-0.*

VI. Adjournment

Having no other business to come before the Board, *Brad Monts moved to adjourn. Dan Guard seconded. Motion passed 3-0.*

Meeting adjourned at 4:04pm.

Respectfully Submitted by Grant Schouweiler - Program Manager - BCS Management

Approved this 10 day of November, 2020.



Dan Guard, President