

MONTGOMERY COUNTY REGIONAL SEWER DISTRICT

2/14/2024 Board Meeting Minutes Montgomery County Government Center 1580 Constitution Row - Suite E Crawfordsville, IN 47933

The Montgomery County Regional Water & Sewer District met on Wednesday, February 14th, 2024 at 4:00 pm. The meeting occurred at the Montgomery County Government Center, 1580 Constitution Row – Community Meeting Room, Crawfordsville, IN 47933.

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

Also present: Lana Beregszazi- BCS Management; Tom Astbury- Astbury Water Technology; Amy Moore –VS Engineering; Dan Taylor- Attorney for RSD; Nichole (Nikki) Franklin- Peters Franklin, LTD; Tom Klein- Montgomery County Administrator

- I. **Call to Order** – Dan Guard called the meeting to order at 4:00 pm. The board welcomed new member, David Reeves.
- II. **Management & Administration**

Minutes Approval

Minutes for 1/10/2024 were provided by BCS Management for board approval.

Greg Morrison moved to approve the minutes from 1/10/2024. Joyce Grimble seconded. Motion passed 5-0.

Administrative Report

Lana Beregszazi, BCS Management, reported on administrative items. Copies of the report were emailed to the board prior to the meeting.

- Financial
 - Total claims of \$65,245.37 were reviewed, after removal of non-regular operating claims, the remaining claim balance is \$37,023.63 against receipts of \$29,867.47 (loss)
 - Expenditures have been increasing due to operating with an older system and making necessary repairs.
 - A new signatory is needed to sign checks; Dan Guard and Lori Dossett are first and second signatories currently. Joyce Grimble volunteered. Dan Guard made a motion to accept. Jake Bohlander seconded. Motion passed 5-0.
 - Joyce Grimble to visit Hoosier Heartland south to sign documentations
- Miscellaneous
 - Both Dan Taylor and Amy Cating can file a lien, if needed.
 - Dan Taylor expressed a need for a board policy regarding delinquencies. Board members discussed appropriate time frames for filing. Dan Guard made a motion for board policy that a lien may be filed after 120 days of a delinquent property. Joyce Grimble seconded. Motion passed 5-0.
 - Two liens currently need to be filed:
 - 3450 E. State Road 32 (Conice, LLC). This is their second delinquency.
 - 1860 Chigger Hollow E. Dr. Confirmation of connection has been completed. Due process to be filed.
- New Connections
 - Discussion of setting up a separate account for Capital Improvement Fund. This would include a \$4500 amount from Landstar. Dan Guard motioned for Lana Beregszazi to

- coordinate with Amy Cating to set-up a capital improvement account and create a deposit schedule. Greg Morrison seconded. Motion passed 5-0.
- USIC claim from the main break is still pending at the time of the board meeting. This was discussed at the January 10, 2024 board meeting as well. Tom Astbury stated that the invoice for this claim was finalized on Feb 13th.
- Discussions presented by Lana Beregszazi and Dan Taylor regarding a revision to modify Ordinance 2011-2, addressing connection fees and charges. This modification would include a \$50 application fee. Residential (single and multi-family), commercial, and industrial connection rates discussed.
 - Single family residence connection/inspection rate of \$150.
 - Multi-family residence connection/inspection rate of \$75 per unit.
 - Commercial and industrial rates will be at cost for connection/inspection.
- Board to discuss ordinance modification and rate study will continue to be discussed at future board meetings.
- Permit for Landstar has been issued; \$4500 connection fee and \$50 application fee to be paid. An invoice for inspection at cost will be completed when the inspection is completed.
- A brief website update was given – Dave Reeves to be added to the website as a board member

III. Project Updates

Rate Study Update

Nikki Franklin presented a rate study report.

- Rates from 2021-2023 were reviewed. Data from 2023 included the 50% increase, maintenance repair fees, and engineering costs.
- Discussion by Nikki Franklin relating to increased expenditures included in 3-year data. Expenditures increased by 40% from 2021 to 2023.
- Real estate taxes not included in the report due to resolution.
- Report and rate study reflects \$521,000 is needed in revenue. If repairs and maintenance costs continue to stay as they have in the past several years, a 30% rate increase for services would be needed.
 - Lana Beregszazi shared that BCS Management costs will decrease. New connections continue to be added. Nucor is adding a new facility within the next year.
 - Dan Guard added that the treatment plant has an additional 50% capacity in which it can operate.
- Discussion from board members regarding rates and charges. Dan Taylor shared about the legality of maintaining budget since the RSD is not for profit.
- Lana Beregszazi, Tom Astbury, and Amy Moore will look into numbers for a clearer forecast. Dan Guard and Dan Taylor will have discussion with Nucor regarding a user agreement.
- Dan Guard made a motion to increase rates. After member discussion, this motion was amended to be further discussed at the March 2024 board meeting and will include a formal proposal.
- Discussion about improvements made to pumps, lifts, and facilities.
- Lana Beregszazi discussed voluntary connections and Indiana Code 30-13, which states that the RSD can enforce connection to any residence or commercial property within 300 ft of an existing sewer line. Notices may be drafted and sent. The health department can provide exemptions to anyone who may qualify for one.
 - Dan Guard amended the previous motion, adding that BCS Management and Peters Franklin will assist in creating a proposal to be presented at the March 2024 board meeting. Jake Bohlander seconded the motion.
 - BCS Management will prepare calculations of connections should Montgomery RSD look to enforce Indiana Code 30-13.

Maintenance Report

Tom Astbury, Astbury Water Technology, reported based on the previous month.

- Average flow rate was 36,000 gallons, which reflects seasonal changes. Full compliance from January 2024 was reported and has continued into February.
- Grease and debris from a residence was reported at a grinder station. It has created some damage. The owner waited a week before making the service call. Tom Astbury will share this address with BCS Management.

- Replacement VFD drive surge protection for pump #1 was successfully installed in Jan. 2024.
- Semi-annual preventative maintenance of grinders was completed 2/9/2024.
- Composite sample results were shared. The sample displays an issue with a mantle at the Nucor dump site.
 - Petroleum and ethylene glycol were not detected as issues in the sample.
- The board discussed the grease and debris from the residence. Cooking oil was present. Dan Taylor expressed that education may need to be offered to the residence, as well as a letter to customers reminding them of safe practices for the sewage lines.
- Tom Astbury will look into surcharges for connections with higher suspended solids. Data will be gathered from other districts.
 - Discussion from the board about Sewer Use Ordinance to provide protection for the RSD when expenses are incurred due to customers misusing the system/polluting. Dan Taylor agreed and added that a letter should be sent to the customer to collect a sample so that the problem is corrected within a 30-day timeframe. If not corrected during that time frame, a surcharge or an order to pre-treat issued.

IV. New Business

- Dan Guard noted that there is no New Business to discuss.

V. Old Business

- Dan Guard noted no old business items to discuss.

VI. Treasurer's Report

Lana Beregszazi shared information due to current lack of Board Treasurer.

Operating Bank balance: \$90, 879. 81

GPS Maintenance Fund Balance: \$14, 258.88

Regular Claims:

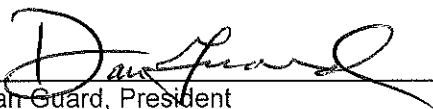
Current Claims: \$65, 245.37

Dan Guard moved to approve claims. Jake Bohlander seconded. Motion passed 5-0.

- VII. Adjournment-** Having no other business to come before the Board, Dan Guard moved to adjourn while Joyce Grimble seconded. Meeting adjourned at 5:10 pm.

Submitted by Lana Beregszazi-- BCS Management

Approved this 13 day of March, 2024.


 Dan Guard, President