

**NASHVILLE UTILITY SERVICE BOARD MEETING  
WEDNESDAY, OCTOBER 27, 2021**

Commission members present in person: President Roger Kelso, Vice-President Bob Willsey, Secretary Alyn Brown, Member Pam Gould, Member Bob Kirlin. Also in attendance in person: Municipal Operations Consultant Dax Norton, Town Administration Manager Phyllis Carr, NMU Water/Sewer Utility Operator Robin Willey and Records Clerk Sandie Jones.

**COMMISSION BUSINESS**

**1) CALL TO ORDER**

President Kelso called the meeting to order at 6:31 and did the roll call.

**2) PRESENTATIONS –**

**A. Krohn and Associates – Financial Services**

MOC Norton gave a short presentation on behalf of Krohn and Associates regarding the presented proposed 2022 Financial report. He noted that this rate study does not include the State Park, or any of the newly proposed projects. The Board would like to see this report with the State Park numbers.

The Board asked when does the state park connection start? MOC Norton advised that he spoke with Curry Engineering and the connection is expect by the end of 2022. The planning has started, the engineer's preliminary report has it being finished late fall of 2022. Operator Wiley commented that the Park will also have to be ready for this water within the park. Discussion of the timeline. President Kelso requested MOC Norton to set up a meeting with the Engineering Group and DNR.

MOC Norton advised the proposed bonds on the financial report are what we could get if we wanted to build. Cost estimate of 3.7 million to replace all of the water pipe in town. This would be a 5 to 7 year plan.

President Kelso asked how are combined rates are related to Hardship? MOC Norton advised the buydown rates are in line for USDA. For SRF it is 100, 75, and 55. That rate gets us into some grant cycles because of the high rates. If we look at the OCRA grant, they will give us \$700K if our rates are higher than \$70. They will only give us enough to buy the rates down, so we do not have to increase the rate to do the projects.

MOC Norton reported on the wastewater side we have 2 million in grant money to use for fixing IDEM required items. MOC Norton and President Kelso discussed how could we get some of this done, and seek different funding sources for the different parts. Proposed projects: moving alum tanks and fixing sludge beds at the treatment plant, Salt Creek Lift station updates, and I&I. They will figure out what we need to do, and then where we will find the money.

MOC Norton will ask Jarrod Hall of Krohn & Associates to clarify the \$1.17 million amount in the report. Will also ask him to add projected revenue from new projects. Member Kirlin asked how soon we could get the meeting with the State Park Engineers. MOC Norton will try to schedule the meeting for Wednesday, November 3, 2021 at 2 pm.

Secretary Brown asked if we could build a capital project plan out 4 or 5 years to see what the potential impact of some of these big projects. President Kelo asked if Krohn looked at the

## NASHVILLE UTILITY SERVICE BOARD MEETING OCTOBER 27, 2021

budget and what they thought? MOC Norton said that Krohn responded positively to the budget.

### **3) APPROVAL OF WATER AND WASTEWATER BUDGETS**

MOC Norton suggested the board table the approval of the budgets until the Board gets more information. MOC Norton shared the employee increase in the budget review of 3%.

### **4) BUDGET/REVENUE MANAGEMENT REPORT**

MOC Norton talked about the fund lines that were in the caution area. He noted the water loss is better.

MOC Norton reported on some of the Fund Development sources that we will be pursuing. He advised more money will likely be coming in the next year. When the funding becomes available the Town needs to be ready to go (with Preliminary Engineering Reports). Projects that will be likely funded are ones that have already been designed. He plans on applying for SWIFT Round 2 funds for water lines and apply to OCRA for funding.

### **5) BLUE ELK PRESENTATION**

Erik Muehlhausen, Architectural Project Manager at Prince Alexander Architecture was present to give the Board some information on their proposed Luxury RV Park. He advised they plan on using 20 acres of their 70 Acre Parcel that sits between State Road 46 East and Old State Road 46. Access to the RV park would be from Old State Road 46.

Mr. Muehlhausen reported that the following items would be in the RV park: 180 RV Campsites, 2500 square foot retail building open to the public (outfitter type operation), camp store, swimming pool, shower facilities, laundry for guests, maintenance building. He advised they have hired Hoosier Aquatic Management to promote butterflies, bees, and bats, focus on zones for these critters. They will plant trees and plants to help with erosion as well.

Mr. Muehlhausen noted they have "will serve letters" from the other utilities. There is a lift station on the south side of State Road 46 E they could hook into. They want high speed internet, water, power, and sewer for the park.

President Kelso asked what is the timing for the development. Mr. Muehlhausen advised they plan on the summer of 2022 for the grand opening. Member Kirlin asked what is a luxury park? Mr. Muehlhausen explained that the Luxury RV Park will have RV age limits and for the larger more expensive RVs. People can have their RV in the park for a long weekend, maybe a week, and maybe some seasonal stuff in the fall. Nothing permanent because of the floodplain.

President Kelso asked when they will start to have hard numbers so we can look on the engineering aspect? Mr. Muehlhausen reported that the engineering team is working on it now.

President Kelso asked MOC Norton for his opinion on the RV Park plans. MOC Norton proposed a procedure that everyone can sign off on future plans from a capacity perspective. Mr. Muehlhausen offered his engineers to help with their project and will get us the technical information as soon as available.

### **6) OPERATIONS REPORTS**

Operator Willey reported that they are keeping up with water leaks pretty well. They had leaks in Antique Alley and Town Hill had been leaking for a while. They repaired a leak on Eads Lane on Monday.

## NASHVILLE UTILITY SERVICE BOARD MEETING OCTOBER 27, 2021

Operator Willey advised that things at the wastewater treatment plant are great. They will be ending disinfection at the end of next week. MOC Norton asked if there had been issues at the wastewater treatment plant with the rain. Operator Willey replied that they didn't have issues with the recent rains.

Operator Willey wants the USB to look at the quote to have the Trojan lights to be fixed. MOC Norton advised they can go ahead and get the lights fixed.

Vice-President Willsey expressed appreciation for Operator Willey's efforts in being proactive. Member Kirlin asked if we would keep everyone with the 3% raise. Operator Willey advised they will keep all the current employees and has a good group to work with.

Member Kirlin commented that Channel 13 did a report on Greenwood's plant's issues regarding masks and gloves being flushed down the sewer system. Operator Willey advised they are not experiencing this issue.

Member Gould asked about the Water Loss Report and Operator Willey responded that it will not come out until the end of the month. Member Gould asked what the 66% capacity number at the wastewater treatment plant meant? Operator Willey explained that the capacity number goes up and down with rain. Once we fix the I&I we think this will go down to 35%. President Kelso noted that until we are around 80% we should be good, and that the additional projects we are discussing should not have much impact. Member Kirlin asked what percentage of our capacity are we using? President Kelso reported they are using under 50%. If we add state park, Woods Lane Development, old Opry site, etc. will that be bad? President Kelso commented that all of these will not have that much impact on sewer capacity.

Member Kirlin asked if we have a map of where all the fire hydrants are? Operator Wiley and Administration Manager Carr responded that we have some maps of the hydrant locations. MOC Norton advised that the maps will get better now that we are using Ziptility software.

Member Gould suggested it would be good to spend a reasonable amount of time looking down the road to see what projects and plans are upcoming. She would like a projected flow and timeline. MOC Norton suggested that this is what we will start working on in the CIP (Capital Improvement Plan). President Kelso asked for a big actual picture/visual aid to show some of these projects. May be able to put them on the Town's website too. MOC Norton suggested an Executive Summary, and the master plan and put it on foam board.

Member Kirlin asked for an update on the Opry Project. MOC Norton advised it is moving forward.

### **7) ADJUSTMENT REQUESTS**

Operator Willey advised that he has approved four of the six adjustment requests. Discussion. Member Kirlin made a motion to also approve the same four of the six adjustment requests. Vice-President Willsey seconded the motion. All were unanimously in favor.

In the future, Member Gould would like to discuss discontinuing adjustments for pool fills and power washing. MOC Norton commented that he has some proposals to bring before the board concerning these types of requests.

**NASHVILLE UTILITY SERVICE BOARD MEETING OCTOBER 27, 2021**

**8) DISCUSS NEXT MEETING DATES AND TIMES**

The Utility Service Board canceled their previously scheduled November and December meetings. They will hold their next regular meeting on Wednesday, December 8, 2021 at 6:30 pm.

**9) ANY OTHER BUSINESS TO COME BEFORE THE BOARD**

Member Gould asked about the Boil Water Notice in their packets. Town Administration Manager Carr advised that she wanted the board to see the process they use to communication boil water orders.

President Kelso asked what Everbridge system is. Administration Manager Carr explained the program will do an automated calling of affected customers. This program requires customers to opt into the program to be called.

President Kelso asked members who have things they want to work on sent to MOC Norton, so he can put them on the agenda to discuss.

**10) ADJOURN**

Member Kirlin made a motion to adjourn the meeting. Vice-President Willsey seconded the motion. President Kelso adjourned the meeting at 8:00 pm.

*The audio recording made at the Nashville Utility Service Board meeting on 10-27-2021 is retained in the office of the Town Clerk-Treasurer.*

  
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Utility Service Board Member

12/8/2021  
Date