

**Nashville Utility Service Board Meeting
Wednesday, February 22, 2023**

Commission members present: Members: President Bob Willsey, Vice-President Pam Gould, Secretary Nancy Crocker, Member Alyn Brown, Member Dan Klaker. Also in attendance: Water/Sewer Operator Robin Willey, Municipal Operations Consultant Dax Norton, ms Consultants Representative Nathan Delisle, Town Councilmember Dave Rudd and Town Manager Sandie Jones.

COMMISSION BUSINESS

1) Call to Order

President Willsey called this meeting to order at 7:01 pm and did the roll call.

2) Election of Officers- 2023

President

Alyn Brown moved to elect Bob Willsey as President. Pam Gould seconded the motion. All were unanimously in favor.

Vice-President

Motion made by Dan Klaker to elect Pam Gould as Vice-President. The second was made by Alyn Brown. All were unanimously in favor.

Secretary

Motion made by pam Gould to elect Nancy Crocker as Secretary. The second was made by Alyn Brown. All were unanimously in favor.

3) Adopt 2023 Meeting Calendar

Utility Board members agreed to meet on the Wednesday before Town Council Meetings, for the next two months at 6:00 pm. When Member Klaker leaves the board, they will revisit this.

4) Consider Management Services Contract

President Willsey is considering renewing the existing management services contract with ms Consultants. The only change being to renew the contract for the next 24 months, 2 years. Consultant Norton advised this contract would go through December 31, 2024.

President Willsey states that if we need to end that contract, we have a 30-day clause. Town Council has renewed MS consultants for their part, in paid part of their fees. The Town Manager and our Operations Manager are extremely happy that they have that expertise available to them. Sewer/Water Operator Willey notes that they work well as a team; they are there when needed. They gave us advice and helped recently, with a problem, we did not have equipment to fix the problem, but they pulled us through.

Member Brown moved to approve the contract with ms Consultants for 24 months. The motion is seconded by Member Klaker. The motion carries unanimously.

5) Adjustment Requests

Discussion between all board members about how to streamline adjustments.

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After Discussion, Pam Gould made a motion to give department authority to approve requests if it is on the Town's side and needs initialed. President Willsey seconds the motion and the motion carries.

Member Klaker states that the Board only wants to see the report. Ones we approved and ones that need approved. No discussion unless asked for. Consultant Norton advises that it is like a consent Agenda needed for USB.

6) Monthly reports

A. Operations/MRO Report & Water Loss Report - Robin Willey and Phyllis Carr

Water/Sewer Operator Willey stated they are doing better than last year.

B. Budget/Revenue Management Report – Dax Norton

Consultant Norton advised that the year ended with water loss in the 40%'s rather than 50%'s like last year. Focus on January Report. Sanitary Sewer struggled last year to catch back up. Had major capital expenses. Sewage electricity concern- running 24-7 Plant is inadequate and the sledge removal line item is a concern. Revenue is also a concern.

Consultant Norton reported that water fund balances have increased since 2020. They had a better budget for 2021 and the increase in rates helped.
Increase in rates.

7) Other Business to Come Before the Board

Discussion among Board members, Consultant Norton, and Nathan Delisle about Sanitary Sewer issues.

The Washington Street Lift Station failed due to it being full of stones, clay tile pieces and mud. The utility was able to get a transfer pump, with the help of Consultant Norton, and Rick Miller, with ms Consultants. ISI contractor has been called. This is a short-term fix. Waiting for two pumps to arrive.

Vice-President Gould moved to look further into buying a used transfer pump for emergencies. Seconded by President Willsey. The motion was carried by the majority.

Member Norton recommended cleaning and cameraing the sewer lines throughout the system. This will need to be done to move forward with the project. Here is what has happened: Flood of 2019, IDEM Inspectors came to inspect the system. IDEM advised what to do, and there were no responses. This was not Robin. Now, Nathan Delisle helped with complying with IDEM, agreed order. Nathan emailed 3 companies to come and do the work on the sewer lines and two companies responded with one company being available now. The fee will be estimated at \$147,600 for clean and cameraing. Consultant Norton advised this Phase 1 needs to start now.

Nancy Crocker moved to go forward with this project, not to exceed \$150, 000. President Willsey seconded the motion. Motion passed unanimously.

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Member Norton stated Compliance report to IDEM sent in February. Pending, waiting for free money from the IFA. IFA denied funding in 2020, 2021 and 2022, but we are on the fundable list for non-free money. Start date will be 2025 for the major portion of the 10,000,000 projects.

Phase 2- per Nathan Delisle, is to do the sewer pipe lining (CIPP) which is estimated at is \$3,000,000. Consultant Norton suggested that they take out a Bond anticipation note, 5-year note, only paying interest, until the actual loan starts. This is a council item. Next meeting Consultant Norton will update the Town Council on where the Utility Board is with everything. A motion was made by Alyn Brown to recommend to the Town Council that they need an immediate start of the process. Secretary Crocker seconded the motion and the motion passed unanimously.

Consultant Norton presented a proposal for Geo Tech at the treatment plant. The cost of this will be \$8,100.00. Member Klaker moved to approve the proposal. Secretary Crocker seconded the motion. All unanimously in favor.

Consultant Norton states that the remainder of the project design needs to be completed. IDEM will want to see 100% design. Currently at 40%, complete. The board will have more discussion on this matter.

The meeting adjourned at 9:14 pm.



President Pam Gould



Date