

**Nashville Municipal Utilities
Utility Service Board
Meeting Minutes
6-15-2022**

Bob Willsey called the meeting to order at 6:30pm

Roll Call:

Commission members present in-person: President Bob Willsey, Vice-President Bob Kirlin, Member Pam Gould and Member Dan Klaker. Commission member Alyn Brown joined via Zoom. Also in attendance in person: Town Manager Sandie Jones, Town Administration Manager Phyllis Carr. Town Council President Nancy Crocker. Municipal Operations Consultant Dax Norton and NMU Water/Sewer Utility Operator Robin Willey were absent.

Approval of meeting minutes for 5/11/22:

- **Pam Gould made a motion to approve. Dan Klaker seconded the motion. Roll call vote: Bob Willsey – yes, Bob Kirlin-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes.**

Adjustment Requests:

Sandie Jones stated that Robin Willey had approved all requests with one exception that was a request sent separate. Discussion ensued.

- Sandie Jones gave a brief report about the exception. She explained there was an amount of water used to be adjusted but there was no calculated dollar figure. Bob Willsey suggested that the board table the exception request until there is a dollar amount calculated. Further discussion ensued.
- **Re: regular list of adjustments: Pam Gould made a motion to approve the regular adjustment requests. Dan Klaker seconded the motion. Roll call vote: Bob Kirlin-yes, Bob Willsey-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes.**
- Pam Gould asked about the progress of the ordinance to change the adjustment procedure. Discussion ensued.
- **Re: the exception adjustment request. Pam Gould made a motion to credit back customers most recent payment as an olive branch while waiting on a dollar amount to get the entire bill fixed. Bob Kirlin seconded the motion. Roll call vote: Bob Willsey-yes, Bob Kirlin-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes. Motion carries 5-0.**

Agenda Changes:

Bob Willsey asked that financial reports be tabled since Dax Norton and Robin Willey were not present. Bob Willsey suggested that item A, D, and F on the agenda be tabled. Bob Kirlin made a motion to table items A,D and F on the agenda. Dan Klaker seconded the

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motion. Roll Call vote: Bob Kirlin-yes, Bob Willsey-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes. Motion carries 5-0.

Water Master Plan Report:

Nathan Delisle with ms consultants gave a brief update. Nathan stated that there would be a draft available by July. Discussion ensued.

Operations Update:

Phyllis Carr stated that the 2022 Water Quality Report or CCR was complete and on the town website.

Unfinished Business:

Bob Kirlin made a motion to table items C under unfinished business. Pam Gould seconded the motion. Roll call vote: Bob Kirlin-yes, Bob Willsey-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes. Motion carries 5-0.

Item A- ms consultants Master Services Agreement for General Management Services:

Bob Willsey stated:

- Meeting held in Town Hall with Alyn Brown and others to review the contract.
- The group reviewed each question
- The town hall meeting group asked that hiring and firing only be made as a recommendation to the board.
- If this works well this board could continue the contract
- If it does not go well, hire a person in 6-7 months
- The contract could be broken by both parties with a 30-day notice
- This agreement is not with Dax Norton. It is with the entire ms company and the company will provide staff and resources to manage the contract
- The contract will be in effect May 1, 2022 – January 31, 2023. This gives time for a new Town Council to get into place.

Bob Kirlin stated that this will have a positive impact on the budget. Less than budgeted for a General Manager.

Dan Klaker moved to accept ms consultants Task Order #9 and the statement for work from ms consultants. Bob Kirlin seconded the motion.

Discussion ensued about the signature page.

Additional board discussion:

Oversight Committee:

Alyn Brown asked 2 question.

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- The general management services contract does not name the consultant. Is it important to name?
- Is the 30-day break language in the master plan?

Bob Willsey suggested the creation of an oversight committee made and volunteered himself and Bob Kirlin.

- Committee would meet once a month with staff and Town Council members. Ask ms to provide the USB with qualified person.
- Further discussion ensued.

Call for a vote on the motion to accept Task Order #9:

Roll Call vote: Bob Kirlin-yes, Bob Willsey-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes. Motion carries 5-0.

Pam Gould made a motion to provide 2 members of the USB to sit on an oversight committee to meet with Town Council and Town Staff to discuss the management of the NMU. Dan Klaker seconded the motion. Roll call vote: Bob Kirlin-yes, Bob Willsey-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes. Motion carries 5-0.

Unfinished Business – Sanitary Sewer Rehab Update:

Nathan Delisle of ms reported:

- that 30% design had been achieved
- Coordinating efforts with DNR with a water model of Salt Creek since the plant is in the flood way.
- Will send to DNR in July for permitting
- Met with Robin Wiley to ask him what type of equipment he would like to see installed with the new project.

Bob Kirlin asked about the funding for the project:

- What is the status of the \$2m grant?
- Does the project need to be complete by the end of the year? Nancy Crocker stated no
- Nathan Delisle stated that the engineers weren't waiting on design and that the total project cost estimate is well beyond \$2M.
- Bob Willsey stated that the town might need to advocate for the rest of the funds from the IFA.
- Bob Kirlin asked if the design was being funded out of the \$2M. Pam Gould stated it was out of the budget and already approved.
- Bob Willsey suggested asking Dax Norton about this when he returned.

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Dr. Christy Crandall:

Introduced herself as a part time resident and knowledgeable about hydrology. Stated she was willing to assist with grants. Discussion ensued.

Unfinished Business Item 5A – Staffing:

- Bob Willsey advised that Dax Norton had recommended pay increases for staff and potential new staff
- Sandie Jones noted that the NMU had recently lost many staff members and were down to 3 laborers total including Robin Willey.
- Phyllis Carr reported that she had received some applications but most weren't interested because of our rate of pay. She stated that most applicants ask for \$26/hr.
- Bob Kirlin commented that the clock was ticking and there was no time to wait to recommend the increases
- Bob Willsey not sure the USB board has authority to deal with hourly wage increase
- Bob Kiriin is concerned we will lose more staff if the increases aren't approved quickly
- Bob Willsey suggested a special meeting when Dax Norton and Robin Willey return.
- Bob Willsey advised that Dax Norton and Robin Wiley presented a spread sheet showing how these increases would fit into the budget.
- Sandie Jones suggested the USB ask the Council to increased salaries contingent on a USB NMU budget review
- Sandie Jones suggested that the USB consider looking into alternate ways to find help such as temp agencies that deal with utilities.
- **Pam Gould made a motion to ask the town council to amend the salary ordinance to increase wages for the NMU staff. Dan Klaker seconded the motion. Roll call vote: Bob Willsey-yes, Bob Kirlin-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes. Motion Carries 5-0.**

Special Meeting Discussion:

- Bob Kirlin asked to set the date.
- Date was set for June 23, 2022 at noon.
- Bob Willsey asked Nathan Delisle if an ms representative could be present. Nathan Delisle advised that Dax Norton would be available.
- Pam Gould asked if there could be a volunteer group created to help with the operations of the utilities. Could be a subject for the future work session.

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Unfinished Business- Bob Kirlin Minutes Follow up:

- Bob Willsey suggest making list prior to the next meeting
- Further discussion ensued.

Indiana American Water Letter:

Bob Willsey stated that Indiana American Water was asking for the opportunity to explore the possibility to perform their due diligence to consider purchasing the water utility. Discussion ensued.

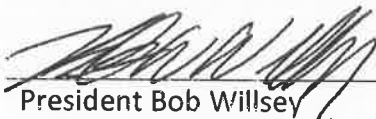
Brown County Water Rate Increase Advocacy:

Sandie Jones stated that she had received correspondence from Utility attorney Chris Janak that Brown County Water was going to file a rate case with the IURC to increase their rates 14% across all rate payers including the NMU. Chris Janak with Bose McKinney and Evans sent a proposal to research the filing from a surface perspective and explore the NMU options to fight the rate case if needed. The cost for this service would be \$5,000 to \$7,000.

- Dan Klaker stated that he was not opposed to fighting tooth and nail to help the NMU rate payers.
- **After further discussion, Dan Klaker made a motion to move forward with the starter amount of \$5,000 to see if we need to fight the rate increase with Brown County Water. Pam Gould seconded the motion**
 - Further discussion ensued
 - **Roll call vote: Bob Willsey-yes, Bob Kirlin-yes, Pam Gould-yes, Dan Klaker-yes, Alyn Brown-yes.**

Meeting adjourned at 9:10pm.

The audio recording made at the Nashville Utility Service Board meeting on 6-15-2022 is retained in the office of the Town Clerk-Treasurer and available on the town website www.townofnashville.org



President Bob Willsey



Date