

Nashville Municipal Utilities Service Board
June 9, 2023

Commission members present: President Gould, Vice-President Alyn Brown, Secretary Nancy Crocker (via Zoom and left at 12:08pm), Member Scott Dick, and Member Tom Roberts (arrived at 10:30am). Also in attendance: Water Sewer Operator W/S Operator Willey, Chief Administrator Phyllis Carr, Municipal Operations Consultant MOC Norton, Town Councilmembers Anna Hofstetter & Dave Rudd and Town Manager Sandie Jones.

1. Opening the Meeting

President Gould called the meeting to order at 10:06am and called the roll. She asked about election of a Vice-President. The Board decided to circle back to this a little later as they were waiting for Member Roberts to arrive.

2. Presentation by Jarrod Hall- Krohn & Assoc. Rate Impact Study

Mr. Hall ran an analysis on possibly charging customers more for gallons over 10,000. Brown County Health is one of the largest users and it would have a \$1000 a month increase. If there are no commercial users, the residential users will have to pay much more. Mr. Hall will do a similar analysis with 500 and 1,000 gallons of usage.

Motion approved to revisit this analysis June 23, 2023. Secretary Crocker suggested they write something up for the paper once a decision is made. President Gould wants Mr. Hall to identify where the burden comes from.

3. Election of Vice-President

Member Roberts moved to nominate Member Brown for Vice-President. Member Dick seconded the motion. All were unanimously in favor.

4. Approval of Minutes: 4-13-2022, 8-17-2022, 11-30-2022, 12-13-2022, 2-22-2023, 3-15-2023, 4-21-2023 and 5-12-2023

MOC Norton presented to the Board what was complete and up for Approval.

There are three left to complete for year 2022; April 2022, November 30, 2022 and August 17, 2022 has an amendment to it.

President Gould asked Board Members to read all minutes and approve next month's meeting.

5. Consider Adjustment Requests

W/S Operator Willey: indicated he signed off on them.

President Gould noted that W/S Operator Willey had signed off on four of the five adjustment requests. The fifth one was a second request, which falls out of the Boards Guidelines.

President Gould asked if there any questions and requested a motion to accept.

Nashville Utility Service Board Meeting June 9, 2023

Member Roberts moved to approved the adjustment as recommended by W/S Operator Willey. Member Dick seconded the motion. All were unanimously in favor by roll call vote.

Board Member asked if there would be a correction to the adjustment ordinance, so it matches the state ordinance. President Gould advised an amendment is needed for wording of the ordinance, there is room for misunderstanding. The amended ordinance is to go before the Town Council at their June meeting.

6. Monthly Reports:

A. Budget/Revenue Management Report – MOC Norton

MOC Norton gave a financial update on water/wastewater:

Water – \$141,649- in the black \$29,000

Wastewater- \$139, 619- wastewater to date is in the black \$37,000.

Both are performing well this year. There is 58% of remaining budgeted lines.

Gas for Town Vehicles: MOC Norton is interested in the gas for Town Vehicles. There is 32% left in the budget for the year. Have used a lot of gas. W/S Operator Willey will talk to the people about idle time, about the vehicles. He will see if that may help. He noted they have three more employees now. This could be a factor in the higher fuel usage.

Water Side Contract Services line: MOC Norton advised the budget is \$50,000 amount used \$27,000, with \$22,000 left in the budget for the year.

Custodian Expense: MOC Norton found this interesting. There is 34% left. Contract is for sewer & water. Paid twice a month.

Legal Advertising: MOC Norton commented that they should pay attention to this. There was a larger expense for the month, as to what was budgeted. He said they did have Public Hearing notices in the paper for the Water & Sewer items. This was a big portion of their expense.

Sanitary Sewer Contract Services: MOC Norton advised that they budgeted \$70,000, there is \$13,000 left. There have been many things going on with excavation. President Gould wants a breakdown on the excavations. MOC Norton advised that Chief Administrator Carr could get a breakdown.

Electricity for the Plant: Member Dick asked about the electricity at the plant. MOC Norton reported that there are electrical issues they need to investigate it. \$66,000 was budgeted. Trying to be as conservative as possible. Perhaps they should have increased that. Secretary Crocker asked if they are running three blowers at the same time? Nathan Delisle reported they are not. W/S Operator Willey explained that they are running two blowers. We recently shut it down to one blower as of yesterday.

MOC Norton commented that they need to change equability and educate the public, accurate information of the expense of bringing safe water to every single pipe in your home. Member

Nashville Utility Service Board Meeting June 9, 2023

Roberts suggested to highlight actions for the public, that are complete. Secretary Crocker suggested they read the article of bottled water cost vs. tap water.

B. Operations/MRO Report – W/S Operator Willey and Phyllis Carr

W/S Operator Willey reported that one of the two Kelley Hill water tanks was drained and ready to be cleaned and inspected. Give one week to refill the cleaned tank and empty the other one. The cost of cleaning the tanks is \$25,000 apiece. Completed every 5 years.

W/S Operator Willey advised that the Lead and Copper samples were received and sent to IDEM. Customers are well under the levels, samples passed. We are heading toward finishing the inventory for lead and copper at the residents' homes. W/S Operator Willey announced that Josh from Ziptility applied for a grant to the lead and copper inventory. The grant will help pay the contractor to come and do the inspection work.

C. Water Loss Report

W/S Operator Willey reported that the water loss is 50% range. President Gould questioned the March high water loss.

MOC Norton advised had a leak in March. W/S Operator Willey added that they lowered the water tanks to see if any other problems were identified. Tanks can only be lowered so far. MOC Norton asked about flushing the system. W/S Operator Willey reported that they have started working on some of the hydrants. MOC Norton noted that IDEM requires flushing the system.

D. Wastewater Rehabilitation Project Update and IDEM Compliance

MOC Norton: Wants to go over questions/ where things are currently.

- 1) Why this project is in front of you?
- 2) Why contract approved to design it?
- 3) Why it keeps rising up on priority list for SRF?

2019- Flood

March 2019 – Inspection Summary- This spells out what the findings were.

INI issue- will talk about later in the meeting.

A notice went to Nashville on December 11. No one replied to this notice as requested. If no reply, the community receives a fine. Nashville's fine is \$5,500. When ms consultants started with Nashville, Nathan Delisle got the fine reduced to \$4,500. Nashville had to agree to the agreed order to receive the decrease in fine. There is a lengthy list, and Dax wanted the Utility Board to have this list.

IDEM's Requirement of compliance: IDEM want done by 2025. There have been a lot of completes during this time. Just not big things, like the Construction. Scope of Work - What will satisfy IDEM :

1) Collection System (pipes, Lateral's, lift stations)

(a) Collapsing lines- from this standpoint, not as bad as was originally thought, but still not good.

Nashville Utility Service Board Meeting June 9, 2023

Member Brown: If not as bad as we thought, could there be another problem somewhere else causing concerns? (INI)

MOC Norton: Could be sewer lines, offset joints. Discussion.

2) Washington Street Lift Station Replace & Relocate.

Dax, W/S Operator Willey and Nathan: Lift station needs replaced and relocated. Best place, for it, is at the Treatment Plant. Consolidating to one location. This gets it away from customers in this area.

3) Sludge Basin Tanks - Nathan Delisle explaining the process and answering questions from the Board Members.

Member Brown: Question about the total cost of the project- \$13 million. What is the cost?

MOC Norton: it is \$13 million without grants.

Swift Grant- \$2 million

IFA- \$2 million for Salt Creek Lift Station const.

IFSA- Have asked for \$6 million grant. We will know in July.

Roughly financing \$2 million.

Nathan Delisle: We are at 40% of design phase from an Engineering Standpoint. More discussion and questions to Nathan from the Board Members regarding Modifications and Bond anticipate note. Member Brown wants to see this moving forward now.

Member Brown moved to approve modification on the contingency of funding and move forward with whatever we need to start the Bond Anticipation Note before the next meeting. Secretary Crocker seconded the motion. Member Dick added that he agrees with this and the fees that are charged. They are reasonable. Member Brown asked how much for the Bond Note? MOC Norton advised it would be about \$2 million. All were unanimously in favor by roll call vote.

7. UNFINISHED BUSINESS

- **Partnership with Helmsburg**

MOC Norton advised that at their last meeting we had talked about a Partnership with Helmsburg. They are present here and will talk to the board.

Kyle Myers, VP of Helmsburg regional Sewage: MOC Norton is talking about entering a local agreement w Nashville (Partnership) W/S Operator Willey is a part time operator for them. Kyle said W/S Operator Willey is doing a fantastic job for them. He works nights and weekends. They are paying W/S Operator Willey separately. Want to see if they can work with Nashville, to share some of those resources to where you could take on and we pay Nashville a monthly fee, do maintenance, operation of the plant and sending out bills to the customers. There are 64 customers, and bills run \$92.50 for sewer a month. The water is with Brown County Water. Helmsburg has a PER going on with Brown County Sewer District regarding, Lake Lemon, Bean Blossom- need a larger Treatment Plant. There may be an additional 8-12 potential customers, which are existing homes, that may be serviced. Kyle wanted to start a conversation if that was something the board would entertain and see where it might lead.

Nashville Utility Service Board Meeting June 9, 2023

MOC Norton: Admin wise, we could work up a contract w/Billing, same software is used by both towns. Potential for a long-term relationship.

Kyle Myers: Could make a scope of services, the accountant will be with them until October.

Member Brown: Partnership with Gnaw Bone as well?

MOC Norton: We have had a meeting with them.

W/S Operator Willey: They are down to one Board Member.

MOC Norton: One of the Council Members, pursuing us to assist Gnaw Bone. If not providing sewer service to them.

Nathan Delisle: Gnaw Bone & Bean Blossom – sewer services too.

MOC Norton: Discuss Further/ Negotiate. Let us get a scope in front of them and then have a talking point.

Member Dick: We gain by some extra revenue, and they gain by saving on administrative costs.

MOC Norton: No action taken today on this. I will send what he has to the Board.

- **Water Project**

MOC Norton spoke about the Water Project – there are 66 PPI Projects asking for SRF funding. Our request is for \$16,000,000, and we are 35 on the list. We need to be in the 20s to be fundable in a forgiveness perspective. The estimated post project is estimated at \$85 as that is the SRF mark.

- **Adjustment Ordinance**

Member Brown advised that he drafted the amendment to the Adjustment Ordinance with the additional wording highlighted in red. Member Brown moved to recommend to the Town Council to approve the amendment to the Adjustment Ordinance. Member Dick seconded the motion. All were unanimously in favor.

8. ADJOURN

President Gould adjourned the meeting at 12:24pm.



President Pam Gould



Date